

6 Ways to Set Your Priorities

If you have not invited yourself to your own priority party, here are 6 ways to shift this:

<p>Collect some data</p> <p>For 7 consecutive days, write down all the things you do each day. Keep a detailed list on how you are spending your time and what you allow to have your attention.</p>	<p>Analyze the data</p> <p>After the 7 days, sort the tasks and activities into categories. The categories most people use are: Career, Home, Spouse/Partner, Family, Parenting, Friends, Extended Family, Finance, Health, Fun, etc.</p>
<p>Rate each category based on importance</p> <p>The scale is 1-to-10 with 10 being the best. Give each category a rating based on how important it is to you.</p>	<p>Rate each category based on satisfaction</p> <p>Give each category a rating based on how satisfied you are with the role it plays in your life. You may need to take some time to really think about this. Be sure to be honest with yourself. The scale is 1-to-10 with 10 being the best.</p>
<p>Check for gaps</p> <p>When you look at your importance vs satisfaction rating, if there is a difference of 2 or 3 for a specific category, this means you should reset your priorities.</p>	<p>*Getting started</p> <p>For the next 7 days, prioritize things based on activities that (1) build you up (2) omit negativity (3) are lead/guided by your desires and personal expectations (4) support your self-love habits</p>

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