

Best Focus Worksheet

Questions:

What Do I Want? What is the thing that I am ultimately working toward long term (Mission/Vision)? Or what is the thing that I am looking to accomplish in the near term (Goal)?

What's working (or has worked in the past) well?

How can I move myself toward my mission and goals by using what's currently working or has previously worked well?

*Tip: Once you answer question 3 above, put it on your calendar, scheduler or task list as the most important task for you to accomplish each day until it's done. Revise and repeat as necessary.