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The CEO Manual

Why, What, How, What If

When someone speaks to you about a key decision, which of these four would be the most important for you to know before you move forward – why, what, how or what if?

If two are equally important, write them down.



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Expectation for Your Year

Write down what comes to mind first, what would you like to see happen in your business, what would you like to have in your life?



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1. What are you most passionate about with your business and life?

2. What are your personal priorities – i.e. family, travel, health, etc.?

3. Why are these priorities important to you?



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4. Is your personal / business schedule a reflection or your priorities?

Yes

No

5. How many hours would you like to cut from your work schedule, so you are more in alignment with your priorities?

6. What tasks or experiences drain you, make you feel tired, weak, or frustrated?

7. How can you cut out or delegate these tasks or experiences?



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8. What do you love to do that you don't do, or don't do very often and want to start doing again?

9. How can you take better care of yourself by cutting time for things that don't serve you and your priorities?

10. How do you feel when you're in the flow and totally immersed with your passions?