Subject: Your Energy Audit is here.

Are you lacking time?

Maybe It's NOT another time management tool you need.

"Everyone wants a piece of me."
"I don't even have time to use the bathroom."
"I get 7 hours of sleep, and I still wake up exhausted."

These are real statements from real women.

Everyday I hear from high achieving women who want time management strategies so they can better balance all that's on their plate.

But, here's the thing.

I don't think they, nor you, need better time management skills. My guess is you've already done a lot to manage your time and it hasn't worked yet.

I don't think you have a time management issue.

I think what we're dealing with here may just be an energy management issue.

Here's how to find out if that's true for you:

I call it the Energy Audit and it goes like this.

1. Pull out all your calendars, planners and schedulers.
2. Choose 3 "typical" days to examine and assess.
3. Put a "+" sign in front of every activity that increases your energy or excites you.
4. Put a "-" sign in front of every activity that decreases your energy or drains you.

Since I've been doing this myself for years, I want to share some tips that have helped me and my clients.

- Everything either increases or decreases energy. Yes. Everything gets a "+" or a "-".
- Recognize that liking an activity is not the same as being energized by an activity.

- Be honest with yourself. This isn't meant to be judgy. Please don't berate yourself. This is just an assessment.
- If you still hear that harsh inner critic in your head, tell yourself that this is a science experiment. We're just gathering information, so we can base our decisions on the facts, not opinions of that Nasty Nancy in your head.

Now that you've put pluses and minuses in front of every activity in your calendar for those three days, you've got a nice visual to assess.

Take a look at what you see.

Ideally, we'd like to have an even amount of pluses and minuses over the course of a week.

But, remind yourself that that's AN IDEAL DAY.

It's rare to have an ideal day. Accept it. And also, work toward creating a better balance between depleting activities and energizing ones.

I'll share a personal example with you.

I adore our granddaughter, Karina. And she loves to spend overnights with us. Her favorite activities revolve around playing competitive games, outdoor sports, hopping on and off our exercise machines throughout the day and creating little art projects and then hiding them in the house, for us to find.

When she's at our house, I'm happy and elated to spend time with her. I love spending time with her.

However, when I do an Energy Audit, I give overnights with Karina a "-" because THEY DRAIN ME!!!

So that I'm not completely wiped out when she spends the night, I can be proactive and take a nap before she comes. And I can plan to have some down time after she goes home to her younger, more energetic parents. Whew! Now that refuels me.

See how that works?

Energy information is powerful. Side benefit: This is an instant guilt remover.

If time management strategies haven't given you what you've been looking for, try managing your energy instead.

Energy management is the key to feeling and operating at your best.

Here's the **Energy Audit Worksheet,** so you can better balance all that's on your plate.

You sooo have this!
Lisa

P.S. The sweet spot of my work with high achieving women is in creating a life they love! Even though their days are crazy busy, my clients are able to go to bed at night with a level of contentment many have never felt before. Her bone deep satisfaction comes from knowing that her time and energy were spent on the people and the things that mattered most.

P.S.S. Would you like that, too? You and I can start that process with a simple **Time/Energy Optimization Consultation Call.** Get on my schedule, give yourself 60 minutes, and you, too, can rest with a deep level of satisfaction tonight. I'd love that for you!