**Empowered Life Hacks: Power Tool Work Sheet**

In an era driven by instant gratification, how can we make our day with boring mundane activities more fun and exciting as we work towards conquering our goals?

Well we can help you. We actually have got some empowering life hacks you can check out below!

First, let’s answer some questions to self-diagnose where your challenges may lie so you can better choose which of these tips you want to adopt.

**Quiz time**

* What are the few things you would like to accomplish this year, this month, or in the next 5 years? Could be anything related to health, career, or your passion!
* How effectively are you working towards these goals today?
* Do you find rather than working on these goals, at times you are doing activities that are taking you away from your calling or purpose?

If after this questionnaire you feel like you could use some help being motivated and focused, try some of Mike Paolini’s tips from our first episode of the Empowered Life Hacks talk series on overcoming instant gratification.

**Here are some empowering life hacks or tips below. Circle or highlight the ones you want to try:**

1. Journal

 a) Morning gratitude list – write 3 things your grateful for

 b) Write daily goals – write down things you want to accomplish today

 c) Write down your targets for these goals and at the end of day, write whether you accomplished them

 d) End of day gratitude list – write 3 things you’re grateful for

 e) Write your lessons learned – how can you improve?

1. Focus on little wins throughout your day – as you go throughout your day what little progress was made?
2. Achieve your goals before 11 AM – you are vastly more likely to achieve your goals if you do.
3. Get an accountability partner or join an accountability group
4. Use Affirmations – that are simple, realistic, and conceivable “my success is inevitable if I keep working”
5. Use positive re-enforcement – ask yourself questions that put into perspective how achievable your goal is. Is there even a tiny probability that it’s possible? Is there even somebody out there already crushing it? Then go after it!
6. Use visualizations – see the little milestones you will reach that seem hard right now to give you a sense of instant gratification

*Package some of these together or do all of them for best results!*

**Write the life hacks that you circled on the previous page down below:**

 **Time to test these hacks and see if they truly work:**

1. Use an agenda or custom make a checklist to make sure that you completed all your hacks you set out to daily.
2. Write all the written components for your daily tips somewhere you can monitor everyday

 a. Get creative! Use this document, your existing agenda, blank notebook, even your journal!

1. Use the tracker below to check mark each day you completed your chosen life hacks.
2. Also use the tracker below and our simple rating system to see whether these tips helped you stay more focused and motivated on a daily basis:

(-) means your performance declined
(0) means your performance was the same
(+) means your performance improved

**Tracking and Rating**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Week**  | **Day 1** | **Day 2** | **Day 3** | **Day 4** | **Day 5** | **Day 6** | **Day 7** |
| **Week 1** |  |  |  |  |  |  |  |
| **Rating** |  |  |  |  |  |  |  |
| **Week 2** |  |  |  |  |  |  |  |
| **Rating** |  |  |  |  |  |  |  |

At the end of this 14 day exercise evaluate all the -, 0, and + and ask yourself in a light self assessment, did you see improvements with your ability to overcome wanting to get distracted the days you applied the tips?

If so keep using them! If not, disregard them and on to the next!

**FINAL QUIZ**

Did you improve after two weeks? If so what helped exactly? Does it make sense to add this in your toolbox of skills for the next quarter? What can you do differently the weeks ahead to become more resilient?