



Seven Questions for Clarifying Priorities

The questions below are designed to help you consider what is most important in your life and provide you with specific ideas for living according to your priorities. We recommend you take 15-20 minutes to answer these questions and then create an action plan to help you actually make these changes in your life.

1. What are my top five priorities? (Defining "priorities" as the people and/or things that merit my best attention.)

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2. What distracts me from living according to these priorities?

3. What beliefs do I need to change so I can stay focused on what matters most?

4. What actions do I need to stop doing, start doing, or continue doing?

Stop

Start

Continue

5. What goals, activities, or plans simply have to wait for now?

6. What small decisions/actions can help me to prepare for future success?

7. How will I define and measure success within each of my priorities?

Priority 1:

Priority 2:

Priority 3:

Priority 4:

Priority 5: