

Key

- 0 = never  
1 = seldomly  
2 = frequently  
3 = always



O

E

**A1: LE Index**

- |  |         |  |         |
|--|---------|--|---------|
| 1. 15 minutes or more a day, I do something I love.....                      | 0 1 2 3 | 17. I get physically active enough to sweat at least 3 days/week.....                        | 0 1 2 3 |
| 2. Coffee is what gets me going in the morning.....                          | 0 1 2 3 | 18. I spend more personal time doing what people ask me to do than things I want to do.....  | 0 1 2 3 |
| 3. 2 hours or more a week, I do things I love doing.....                     | 0 1 2 3 | 19. I meditate, pray or have quite time for mindfulness 3 or more days/week.....             | 0 1 2 3 |
| 4. When I'm down, carbs or sweets make me feel happy.....                    | 0 1 2 3 | 20. Being honest, what other people think of me matters a lot.....                           | 0 1 2 3 |
| 5. Observers would view me as being enthusiastic.....                        | 0 1 2 3 | 21. I spend personal time with positive people.....  | 0 1 2 3 |
| 6. Four or more days per week, I watch greater than 60 minutes of TV a day.. | 0 1 2 3 | 22. I have a hard time saying no to commitments that don't align with me.....                | 0 1 2 3 |
| 7. I feel enthusiastic every day.....  | 0 1 2 3 | 23. After working on my tasks, I mostly feel more energetic.....                             | 0 1 2 3 |
| 8. I am a lot harder on myself than I would be to others.....                | 0 1 2 3 | 24. I feel it's challenging to stay motivated.....   | 0 1 2 3 |
| 9. My laughter is easily provoked.....                                       | 0 1 2 3 | 25. In 30 seconds, I can name 3 recent actions others would view as kindness.....            | 0 1 2 3 |
| 10. I use social media more than 30 minutes a day.....                       | 0 1 2 3 | 26. I notice feeling aimless energy.....   | 0 1 2 3 |
| 11. The majority of times I wake feeling rested.....                         | 0 1 2 3 | 27. Doing things for others often makes me feel like I got more out of it than they did..... | 0 1 2 3 |
| 12. Others would view my work or personal space as being cluttered....       | 0 1 2 3 | 28. I often change my actions based on what others might think of it.....                    | 0 1 2 3 |
| 13. I wake up ready to go.....   | 0 1 2 3 |  |         |
| 14. My friends would say I am the most positive person in the group.....     | 0 1 2 3 |  |         |
| 15. In the morning, I wake up just before my alarm.....                      | 0 1 2 3 |  |         |
| 16. When I leave work, I mostly feel drained.....                            | 0 1 2 3 |  |         |

O Up

Target Shift

E Down

## DO NOT READ A2 Until You Have Completed A1

### A2 Instructions: Odds:Evens Ratio

1. Add up all the totals from the Odd Numbered and then the Even Numbered statements.
2. Put those totals in the top right next to "O" and "E".
3. Divide the Odds by the Evens.
  - a. Odd's Value  $\div$  Even's Value = \_\_\_\_\_
    - i. Ex: O: 26 E: 16  $26/16 = 1.63$
    - ii. Ex: O: 16 E: 26  $16/26 = 0.61$
  - b. Record your result at the top of the page. If your Odds are greater than Evens
  - c. Record the answer in at the top of the page by the date in front where it reads, "\_\_\_: 1"
    - i. Ex: 1.63 : 1 or 0.61 : 1
4. Is the number at the left side of the ratio  $\geq 1$ ? Yes / No
5. This is your current Life Enthusiasm Index Ratio
6. If YES, to the answer to #4, you are more enthusiastic than not.
7. If NO, to the answer to #4, you are less enthusiastic than you are enthusiastic.
  - a. Read the "O" if #4 was Yes. Read "D" if #4 was a No. See if those accurately describe you.
  - b. If you are an even 1:1 (O:E), determine which box fits better.

#### O

- Your internal state has a greater impact on external state.
- Your perspective is optimistically slanted.
- You do activities that utilize your natural talents more than not.
- You are purposeful in choosing the people with whom you spend your time.
- Your sense of drive outweighs your sense of consequence.
- Your focus tends to be on a few central items instead of many peripheral items.
- You sense that you happen to the world more than the world happens to you.

#### E

- Your external state has a greater impact on internal state.
- Your perspective leans toward indifference.
- Your natural talents can be used more.
- Your time is spent with people by default more than by design.
- Your sense of consequence outweighs your sense of taking action.
- Your focus tends to be on many peripheral items instead of a few central items.
- You sense that world happens to you more than you happen to the world.

### Target Shift:

Getting more satisfaction and enthusiasm for your life is simpler than you might have thought. Simply evaluate your circled answers from the LE Index and choose a 3 *low* Odds that you would like to elevate (Ex: if a 1 and you can make it a 2). Then choose 3 *high* Evens that you would like to lower (Ex: a 3 you can make a 2).

Write Number of those Odds and Evens in the Target Shift box. Of what you see there, which one item do you want to change first?

**TIP: Either choose the easiest item or the one that is most important to you.**

Mark those with a **Red Circle**. Now you specifically and easily know how you can shift focus to more enthusiastically experience your life by design, not by default.



## A3: What Do You Want?

**Action Step 1:** Create a list of what you want. You may write down experiences, items/objects, relationships, finances, or anything else that you truly desire...large or small. It only needs to be important to you.

Tip:

Give yourself the freedom to list what *you* really want, not what you think others might say that you *should* want. If you think of something and it evokes positive feelings, definitely write it down. Give no thought to how these would become reality, just write them down. Imagine if you write it, you'll have it.

A. What do you want for these arenas of your:

- Health

- Fitness

- Financial

- Family

- Relational

- Spiritual

- Personal

- Professional

## B. The Life Addition-Subtraction Filter

### ...Life Giving-Life Depleting

You gave yourself a free pass to write down what you really want right? Excellent. Now it's time to filter a few things so that you can maximize your results. Sometimes there are things we want that don't truly serve us. You may really want ice cream. A purposeful serving in moderation does no harm but a serving by habitual daily practice can be devastating. Just because we want it doesn't mean it's what will best serve us. Therefore, I'd like to make a distinction so you can review all your wants to see what will add to the quality of your life and what may take away from it.

Let's pretend that you wrote down a sky blue 1965 convertible Ford Mustang as one of the things you want in your Personal arena. When you were a pre-teen your dad got one just like it, that car was something that your parents saved for and finally purchased. You and your dad would hand wash it on Thursday night and on Friday nights in the summer the family would put the top down and go cruising together with the radio playing and the wind in your hair. It just felt right and always ended up with catching a movie at the drive-in with soda and popcorn. Getting this car is something you've thought about for many years but your rational brain just thought you were being silly. But deep down you know this would bring you joy and you'd love to share that feeling with your family and friends. You have such an enormous sense of pride because it means a lot more to you than just a classic car.

Let's take the same exact car but change the story. Your neighbor is a nice enough guy but when you took up going for walks each morning, he started running three miles a day and made sure everyone knew it. When you picked weeds and got your yard just right for the weekend, his blower scattered a bunch of leaves all over your lawn. When your kid made the team, his was the team captain. You would have no problem with that either if he wasn't always making passive aggressive belittling remarks. He really gets under your skin. But one day you overhear him telling a story about this amazing car and how there's nothing like it, how much it means to him and he just can't find that precise kind of Mustang anywhere. You find one 200 miles away, buy it and park it on your driveway in perfect view from your neighbor's house. You start a '65 Convertible Mustang Club and have them meet at your house once a month and line the street with these cherished machines. You have such an enormous sense of pride because it means a lot more to you than just a classic car.

The THING in both stories is same. It's a car. The big distinction is that the thing can either be life-giving or life-depleting. It ADDS your life and those you love for a greater life experience or it SUBTRACTS from your life and/or others. Obviously, the second story the car isn't about being life-giving. If it's not ADDING to life, then it's SUBTRACTING from life.

Look back at what you wrote in the above exercise and make sure they are **all life-giving**. They add to your life experience and others. If you have items listed that don't meet this filter, cross them out. These will not only slow you down but guarantee you stay stuck and frustrated with your experience in life.



## A4: The Compass and The Clock

The Compass is an instrument to provide accurate direction for staying on course and reaching the desired destination. For our purposes, allow yourself to give The Clock a new meaning. No longer will a clock simply be an instrument to measure time but, instead, to be leveraged as the barometer of your intentional expenditure of energy (thoughts, emotions and actions) over time.

The process of the Compass and the Clock will allow you to use the clock as a motivating catalyst and the compass as the clarifier for the fastest route toward truly exciting and joyful living. This module will transmute time and tasks from feeling like stressors and make them tools of enthusiasm for you to experience the freedom and fulfillment you truly want.

### A4-a

#### Step 1: Important Preparation Step

Before moving forward, be certain that you have 45 mins of uninterrupted time. Clear your mind and relax your body. For the next 60 secs, smile with your whole face (not just a mouth smile but be sure you have uplifted brows and cheeks). If necessary, do a chuckle and hold your face there and you'll be in the ballpark. During this minute, breathe in fully through your nose and breathe out through your mouth. It should make a noise much like when you first lie in bed after a hard day's travel ("Ahhhhhhhh"). Slow and steady breathing.

#### Step 2:

Now you are ready  
for some fun questions  
you're going to love to answer.  
*(write your answers on a clean sheet of paper)*

1. List 1-3 things you enjoy that time really flies by while you're actively doing it.
2. List 1-3 things you find challenging to do but you almost always feel fulfilled when you've done it.
3. Who benefits from you doing the activities in #1 and #2 besides yourself? In what ways?
4. Looking at #1 and #2, why do you enjoy doing those things (be detailed)?
5. Why is that challenge/work worth your time, energy, focus and resources? (answer for each of the items you listed above)
6. Who would miss out from experiencing the result of these actions if you didn't do them?
7. What would you be feeling if you did more of this more often?
8. What things would you say you are naturally good at doing?
9. What things would others say you are talented in or naturally do well?



Looking at your responses above, are you seeing a trend or picture of what makes you tick or what you're all about? Do you feel this might put you in the ballpark of the right direction for your personal compass?

*Suggestion: Share this with a close friend and see if they see a compass within your answers.*

Considering all of the above, write a sentence or two of what you are seeing your skills, talents and turn-ons to be.

And relax, this does not have to be final nor perfect.

~ ~ ~

## C.I.I.T.

Reference the Schedule Sheet at the end of this document.

One of the biggest factors in life ... and the most standard MEASURE of life itself is TIME. I believe time is a great diagnostic for what you really want ... even if you aren't aware that you are wanting those things that you give your time and life to.

So if you ever find yourself saying that your family or your health are the most important things in your life but they get very little of your time, then there's friction or noise between what you WANT vs. what you're GETTING. And you know what this causes in your life? ... STRESS and INFLAMMATION! These are the foundational ingredients of dis-ease.

Here's the good news. I'm going to give you a simple and painfully truthful tool to FREE YOU from stress and FILL YOU with more Happiness & Joy. I call this the CAPACITY INVENTORY OF INTENTIONAL TIME (C.I.I.T.). This is a powerful exercise you will do by being in an IMPLEMENTATION Mindset. You can put it to use first thing in the morning.

Just inventory every hour of the day. Ideally for a week but at least for one full week day and one full weekend day.

**DO NOT CHANGE YOUR NORMAL ROUTINE** during this data collection time. If your daily schedule varies greatly, you will need to track the full week.

After you have completed this, let it sit for at least a day. Then review it to find where you are choosing to give your time to things that are not in-line with your intentions and health. The fun part starts by replacing the behavior you used to do that served little advancement and add in its place what you want. You'll be surprised at how fast the shift will happen. You may fill that time in with something more productive or with something that is intentionally not productive like relaxing on purpose. Which is actually productive. Now you just won't have guilt while doing it. Again, when recording your baseline, be certain to keep your week's schedule as to your typical standard routine.

WEEK OF: \_\_\_\_\_

Time	Monday	Tuesday	Wednesay	Thursday	Friday	Saturday	Sunday
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