

# SUPER-PRODUCTIVITY

## WORKSHEET

*6-Point Plan to Produce BIG Results in Less Time with Less Effort*

### 1. NOT what DO; what DON'T do.

10 things I am going to STOP doing:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_

### 2. NOT doing many; Doing FEWER.

My half-dozen Vital Functions

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

My Vital Metrics

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

My Vital Priorities

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

### 3. HABITS

Three bad habits to UPROOT:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Three good habits to INSTALL:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

### 4. MEASURE

My MASSIVE TRANSFORMATION Program

GOAL#1:

\_\_\_\_\_

One Key BEHAVIOR:

\_\_\_\_\_

GOAL #2:

\_\_\_\_\_

One Key BEHAVIOR:

\_\_\_\_\_

GOAL #3:

\_\_\_\_\_

One Key BEHAVIOR:

\_\_\_\_\_

TRACKING:

Use Living Your Best Year Ever: <http://go.success.com/bestyerever/>

Or download at <http://www.thecompoundeffect.com/resources.php>

### 5. CONSISTENCY

Three behaviors I am committed to staying consistent with:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

### 6. FAIL (a lot)

My Failure or “No” goal is:

\_\_\_\_\_