

Priority Filters

worksheet

What are the top five things that matter most to you right now?

Looking at your top five most important things, how do you want to invest in/grow in those areas this month? Over the next 90 days?

What goals for yourself, work, and your family do you want to accomplish by the end of this month?

What goals for yourself, work, and family do you want to accomplish in the next 90 days?

From your answers above, write 3-4 questions that sum up the key ideas you wrote down. These will be your 'filter questions' to help you decide if the tasks currently on your schedule, and the ones you are deciding to take on, fit within the priorities you want for your life right now. Refer to chapter 3 of *Coordinating Chaos* to see some examples.

1.

2.

3.

4.