

Create Space in 2018 Worksheet

The freedom to grow, stretch and create is a goal for many of us and with a little planning we can create these opportunities in 2018. Use this worksheet to brainstorm the areas you can create space this coming year!

Reserve time on your calendar

Color code your calendar to make sure you are giving balanced time to work, play, family and health. Identify the areas that are important to you and get to work.

Set aside Genius Time each week to tap into your own genius and stretch and grow as a person.

How can you be proactive with your scheduling so that you are in charge of your time rather than letting your time rule you?

Create space in your body

How can you take care of your body so that it can grow stronger? Consider yoga, massage, stretching, foam rollers. Brainstorm how you can be gentle on your body.

Magically make more time appear

Identify positive habits you can create to make more time. Do you want to put your key back in the same spot every day? Then create that spot and find a way to do it. Do you want to go to the gym more often? Then schedule the time into your calendar and pack your gym bag. Brain storm below some habits you could keep to free up decision making in your mind. There are lots of books on creating habits. I like Gretchen Rubin's Better Than Before if you want very helpful tips on habit formation.

Create Space in your mind

Take a moment to write down everything that is on your mind. If you decide to do that on this worksheet, turn it over and use the back of the page for more space. Empty your mind so you can see what needs to be done.

Take a moment to commit to single-tasking. Right down how you could benefit from single tasking.

Set aside time to single task a project.

What are your biggest distractions? How can you manage them (e.g. use the freedom app to manage Facebook etc.)

Create space in your physical environment

Minimalism is a new trend. How can you downsize your life? In what areas could you say Less is More? Brainstorm ways to create space in your environment and consider doing the clearing clutter challenge by visiting NourishingMinimalism.com.

Place this worksheet in an area where you can check in every once in a while to check on your progress. Wishing you a happy, healthy and free 2018!