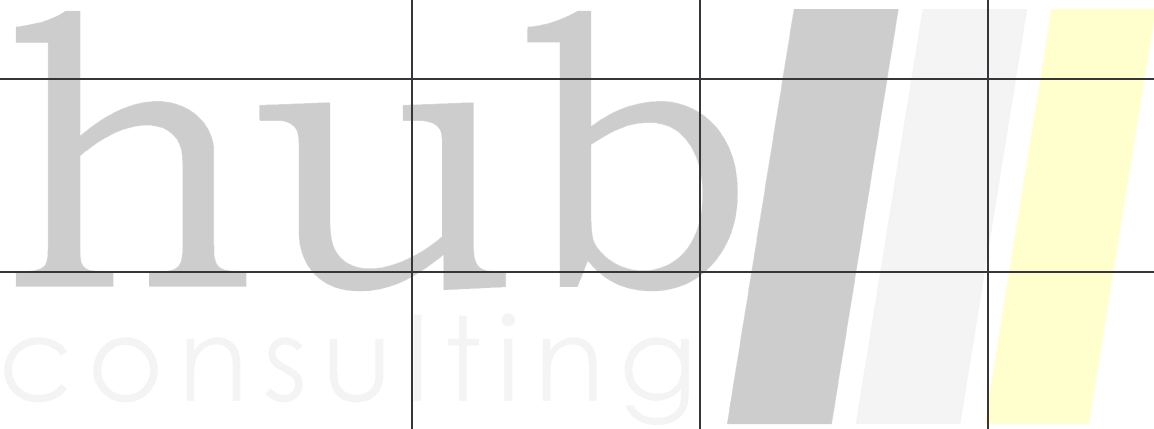


What Matters Most – A Worksheet

WHAT MATTERS TO ME	MONEY	TIME	ENERGY



INSTRUCTIONS

1. List your personal & professional values in the first column.
2. In column 2, assess how much money you spend on each value. Use percentages of your household income that support each value.
3. In column 3, assess how many waking hours you spend each week to support your values.
4. In the last column, denote the quality of the physical & mental energy you devote to your values. A “+” means you give peak attention. A “-” means you give attention when you are less energetic.

Adapted from “Managing Yourself” in *Harvard Business Review*, January 2005.