

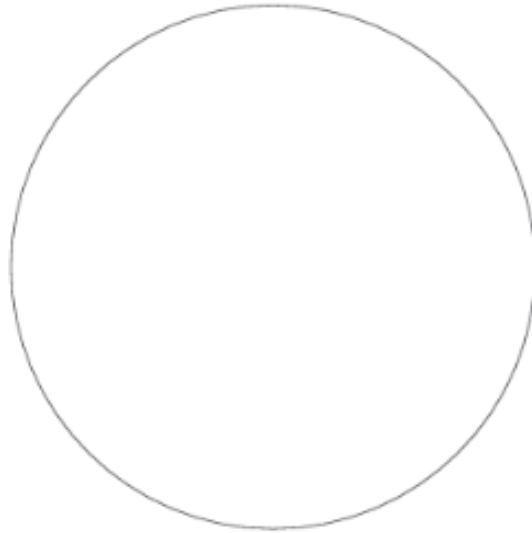
# Reflect on Your Current Work/Life Balance

## Step 1: How do you want to spend your time?

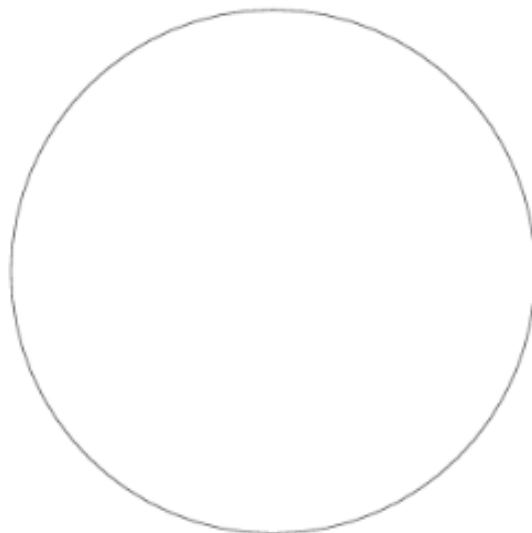
 Individual activity

 5 minutes

In the space below, draw a pie chart showing the percent of time you spend on yourself, your job, and your relationships during your waking hours every week.



Are you happy with the arrangement you drew above? If you could change anything, what would it be? Draw your ideal time breakdown in the pie chart below.



## Step 2: Reflect on your different time breakdowns

 Individual activity

 10 minutes

Write down your answers to the following questions:

What about your current time breakdown works for you? What doesn't work?

How is your ideal breakdown different from your current one? Why is it better?

What are some things you can do to help achieve this ideal breakdown?

How would giving up on perfection help? In what area of your life would it have the most impact?

Is there anything you can ask for at home or at work that will help? If so, how will you do this?

# Make A Plan

## Step 1: Identify the action you're going to take

 Individual activity

 5 minutes

Giving up a task you don't enjoy, adopting a "good enough" approach to certain parts of your life, or asking to share tasks at home or at work are all strategies for changing how you spend your time.

In the space below, describe a situation you'd like to change in order to move closer to your ideal time breakdown.

What specific action will you take to change the situation?

Create a quick plan. When, where, and (if relevant) with whom will you take action?