

Manage your Energy - The Battery

If you want to perform well in life, you need to become a master in managing your productivity and energy. Imagine your energy reservoir like a battery. If you know exactly when to plug yourself in, what drains your battery power, and what makes it recharge, you can master your productivity.

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Know what drains your energy

Your minus activities

Write down all activities that drain your energy.

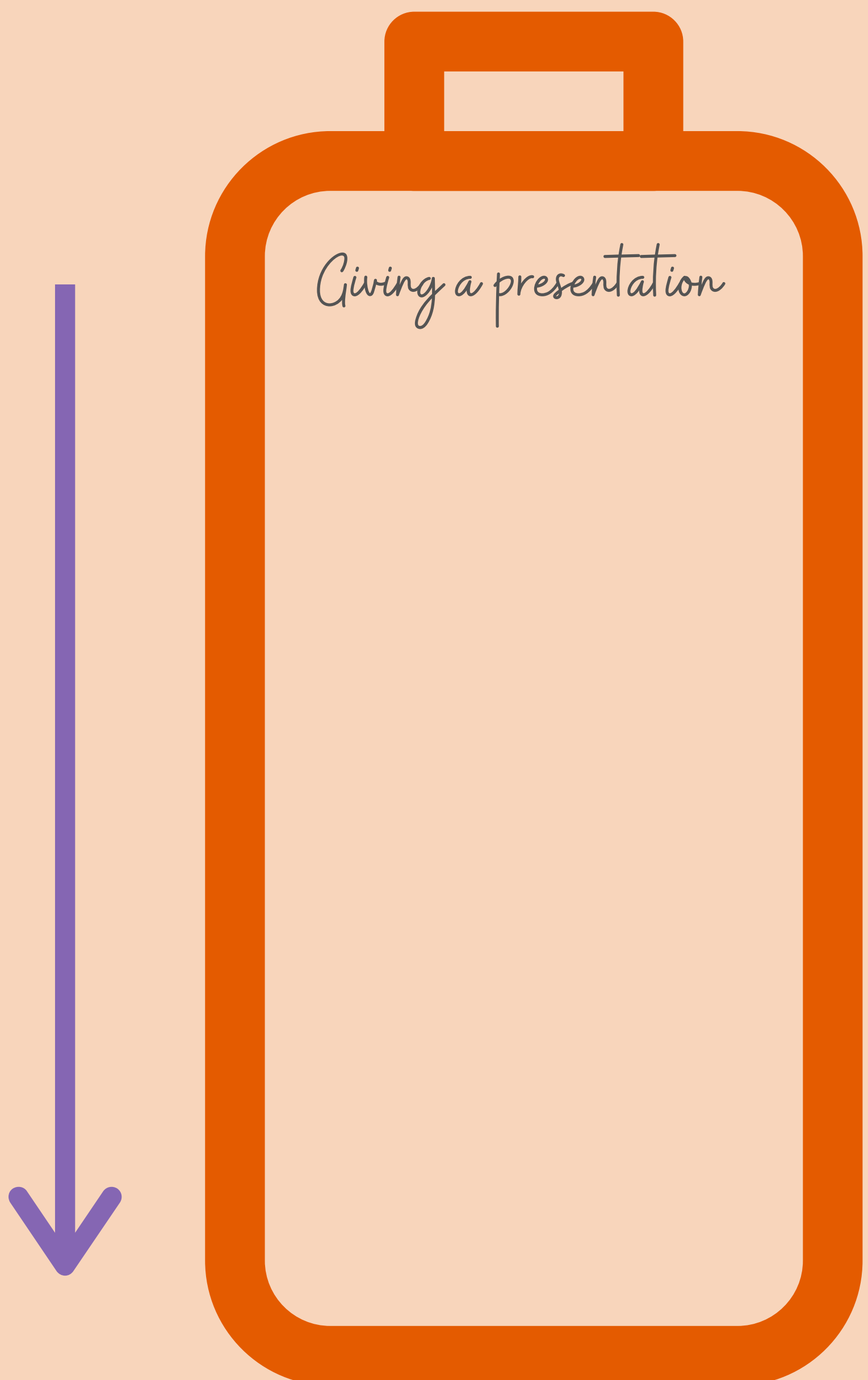
Sometimes, they can be things you love doing! What makes you feel tired, or makes you want to take a break after you have done this activity?

Example:

A dinner party with friends

Doing administration

Giving a presentation



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Know your percentage %

How full are you?

Write down how you feel in the different levels of your energy / battery power. Describe mental and physical feelings. Words in the orange zone are your 'warning signs' (you need to plug yourself in before you get burned out = red).

Example:

Green = 'High on life'
'Energetic & positive'
'creative', 'light in body'



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What recharges you?

Your plus activities.

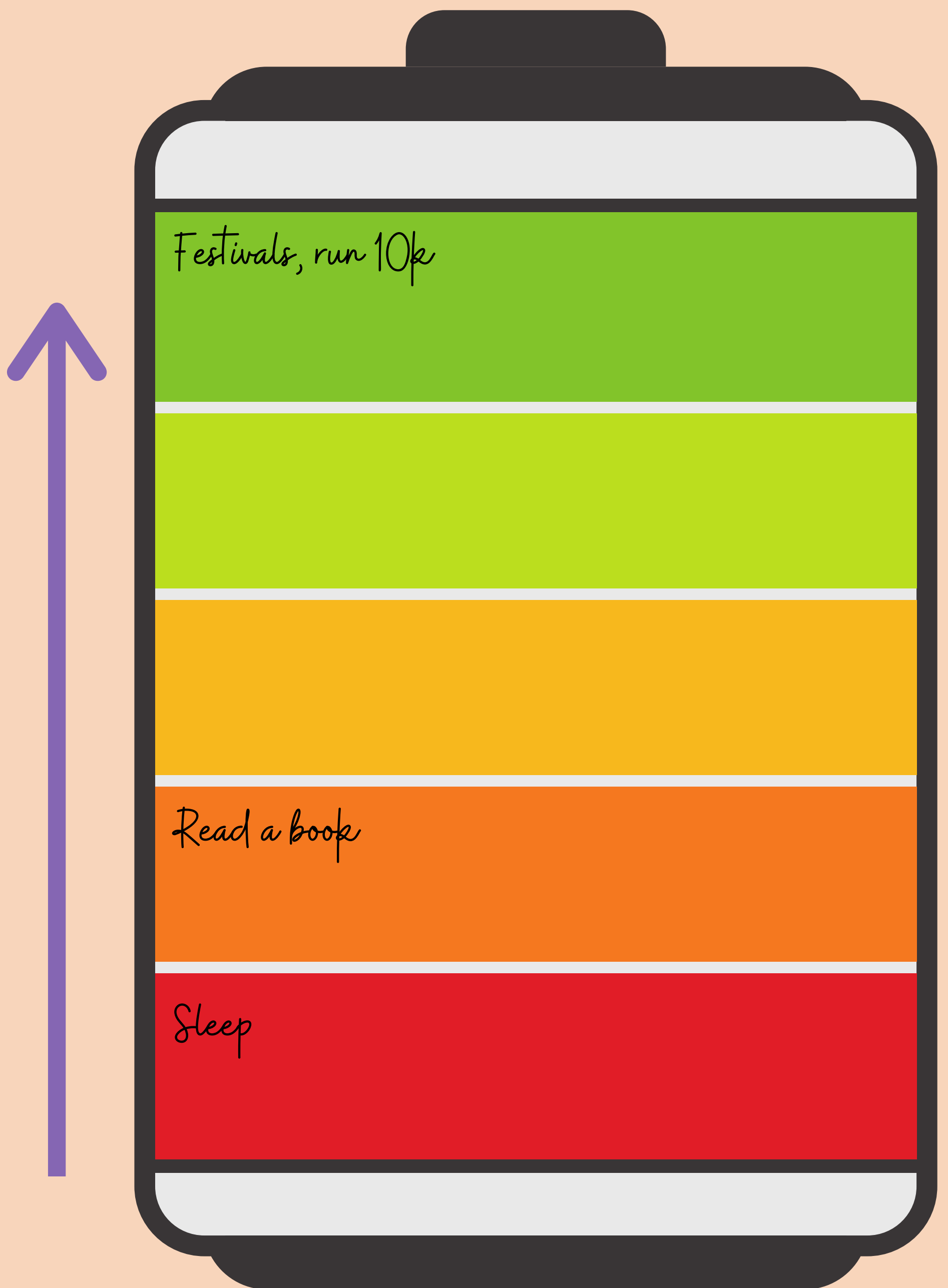
Write down what gives you energy. There are different activities for different battery levels. The lower your energy level, the more 'passive' your activities need to be to help you recharge. Write down what recharges you in every level of your battery.

Example:

Green = Festivals, running 10k

Orange = Read a book, take a bath

Red = Sleep



HOW TO USE:

Use the battery in step 2 to recognize when you lose energy, Use the battery in Step 3 to check what you can do to make your battery recharge and upgrade your energy level!
Good luck!