

**1 | Clear the decks if you plan to do your best work.**

- What impact does clutter have on your capacity to do what matters?
- What's the price you pay for not doing your best work?
- What do you need to eliminate (commitments, bills, possessions, etc.) before you organize?

**2 | Know what displacing your capacity to do your best work.**

- Have you ever tried using the "in/out" displacement concept?
- How would an "in/out" mindset impact your calendar? Your commitments?
- How would an "in/out" mindset impact your budget? The things you own?

**3 | Projects serve as bridges toward changing the world and ourselves.**

- What personal projects are you currently working on?
- What ministry projects are you currently working on?

**4 | What we do on a daily basis needs to be aligned with our dreams.**

- Do you make appointments with yourself to work on projects most dear to you?
- What do you want your life to look like three years from now?
- Have you ever tried back planning" to reach an important goal?

**5 | Setting boundaries help us create space for something and space from something.**

- What do you need to keep doing, saying and thinking?
- What do you need to start doing, saying and thinking"
- What do you need to stop doing, saying and thinking?

**6 | Courage is more important than talent when it comes to finishing what matters most.**

- How is fear keeping you stuck in the confines of yesterday?
- In what situations do you need more discipline or greater clarity to move forward?
- Are you a people pleaser? How does that impact your ability to act on intentions?

**7 | To trade up, you have to let go.**

- What are you holding on to that's holding you back?
- Have you ever tried practicing the "snowball effect?"
- Have you ever created a "to don't" list?

**8 | Make the effort to change things up to break free from our default habits .**

- Which habits in your life would you like reinforce?
- How could you make your habits stronger through the use of triggers?
- How might you continually conscious of your intentions?

**9 | Convert your ideas into SMART goals**

- Are your goals SIMPLE and SPECIFIC?
- Are your goals MEANINGFUL and MEASURABLE?
- Are your goals ACTIONABLE, REALISTIC, and TIMELY?

**10 | Life is but a series of small steps.**

- What would happen if you set annual goals and then broke them into quarterly, monthly, weekly and daily goals?
- When, where and how do you celebrate your small wins?
- Do you review your results so that you continue to improve and innovate?

