

Live to Your Potential - Assessment Tool

Links are to related blogs by Tony Aloise. Content ideas are related to two LSN "speaking topics".



Potential is current knowledge and skills and yet-to-be-developed capability. It has elements of depth (think and act bigger) and breadth (full use of time and energy).

Key Concepts	Priority	Assess	Insight/Personal Action
Renew Life Plan			Create a compelling personal context that pulls you forward.
Know yourself...Purpose, Vision, Values, Strengths			
Set goals: family, friends, career, financial, etc.			
Maintain a long-term budget			
Keep a career plan inc. objectives			
Plan annually, quarterly, monthly, weekly, daily (planning process)			
Establish goals...family, career, financial, etc.			"See the endpoint." Be S.M.A.R.T.
Use a task plan that supports goals (add to task list)			
Define and seek "help needed"			
Leverage structure			What structure works for you?
Have a physical work space (office, shop)			
Use task list			
Consider scorecard, checklists, templates, etc.			
Establish rhythm and process			Monitor flow and energy.
Develop personal (informal) and work systems			
Avoid concentration killers			
Monitor/balance work "mode"			
Just do it! (<i>Eat that frog!</i>)			
Attend to the details (without perfectionism)			
Continuous life-long learning			Learn something new everyday (read, new experiences).
Skill-building - personal, leadership, financial, career skill			
Bite-size learning (read and learn everyday)			
Discovery through significant experiences			
Become what you believe			Know what your are thinking. Is it really true or helpful?
Monitor self-talk, positive affirmations			
Understand "limits" that we and others impose on us			
Check "mental clutter" and unnecessary worry			
Manage your time and energy			Have a time budget that fits your ideal life.
Clock/calendar/energy/attention			
Increase goal-oriented, meaningful effort			
Clear priorities (A, B, C), important & urgent) defined			
Just say "no", so you can say "yes"			
Manage your energy...health/fitness, sleep/rest, spirituality			
Choose to be a leader			We are all leaders situationally!
Use the 80/20 principle			
Delegate, create sustainable capability			
Conduct Potential Problem Analysis			
Other			How do you uniquely live to your potential?
Have an accountability partner			
Find a mentor			
Self-assess regularly			