

YOUR NOT-TO-DO-LIST



More important than a to do list is a “not-to-do-list.” This exercise will help you find out what you should NOT be spending time on and help you either automate them, delegate them or eliminate them!

Name: _____ Date: _____

What actions and what things do you spend time on that don't serve growth, greater income, empowerment, or a bigger future?

List the actions that you spend time on	Automate? Delegate? Eliminate

What are the top 3 actions that move the needle the most in my life:

What are the top 3 things I must eliminate first in my life?
