

A.C.T.

ADVANCED COLLABORATIVE TRAINING

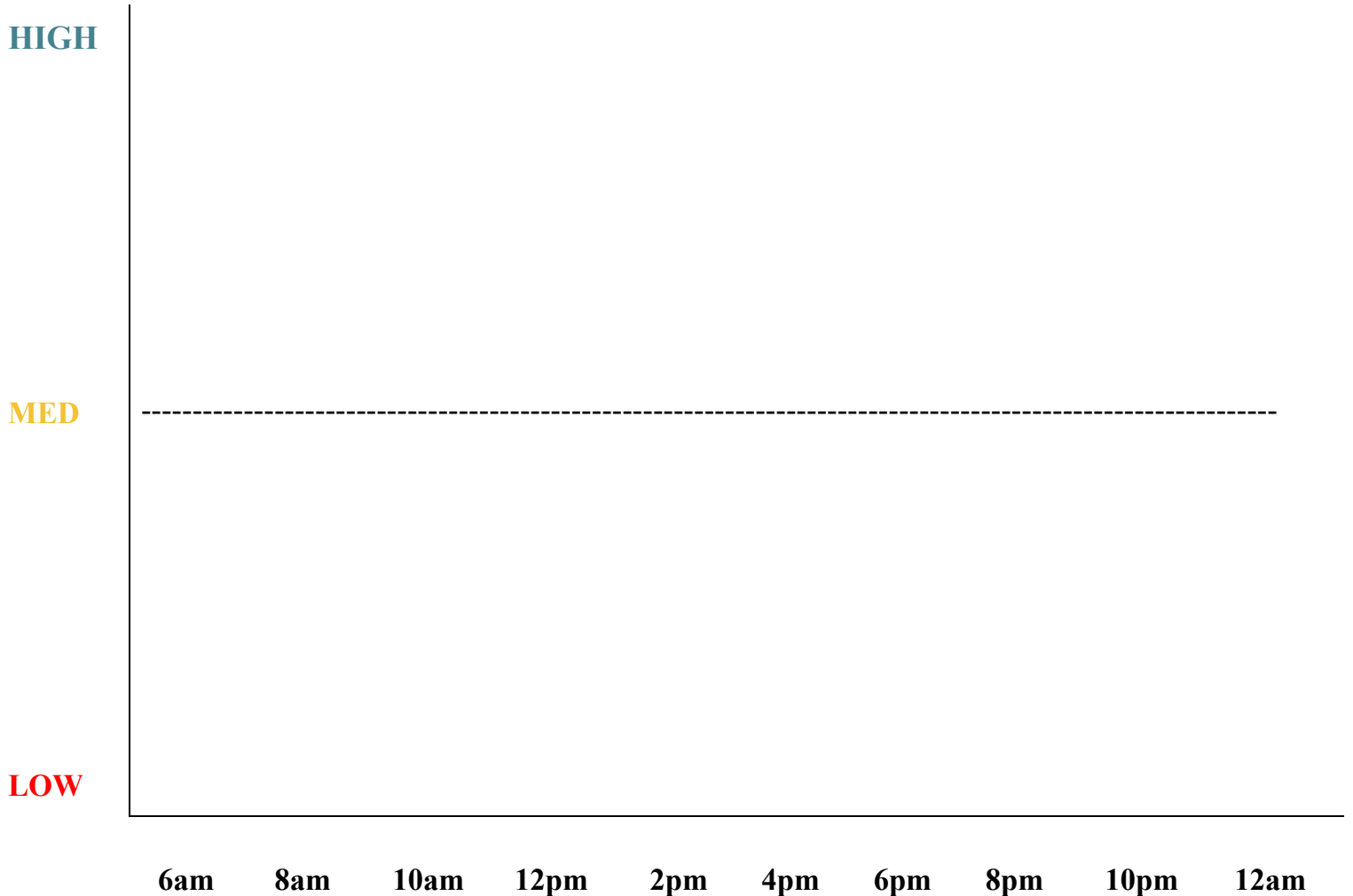


A Productive and Enjoyable Experience!

Daily Time/Energy Assessment

Introduction: All of us know how valuable our time is. How well we fill our time is extremely important. This assessment has been created to identify when your peak and lowest performance times are so you can be intentional with the people and things that matter most.

Instructions: Considering your normal daily routine, what are your energy patterns? Put an “X” where your time and energy levels meet throughout a typical day. Identify when your peak and lowest performance times are. You may or may not choose to do anything about them right now, but just becoming aware of them may lead to creating a more purposeful and satisfying lifestyle.



KEY OBSERVATIONS: