

## Scaling Back Quick Reference

### Take 100 Percent Responsibility For Your Life

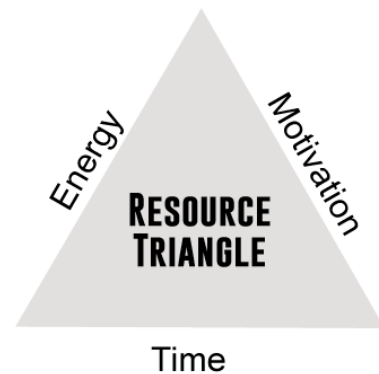
Responsibility is Power. When you take responsibility for your life, it means you can change the parts you don't like.

### Act As If

Even when you feel you did not cause the event to happen, Act As If you did so you have the power to change it.

### Use the Resource Triangle

You have a limited amount of time in your life, a limited amount of energy each day, choose wisely what to focus your motivation on so you can pursue the things to build a better life.



### View Your Mistakes as Lessons

Everyone makes mistakes, view them as lessons, learn from them, then move on.

### What's Your Internal Question: "Why does this always happen to me?" VS "How can I learn from this?"

Change your internal question to one that Empowers You. "How can I learn from this?", "What can I do to get the result I want?". Is your internal question empowering you?

### Remember E.A.R. – Event + ACTION = Result

We all have events that pop up in our lives. The ACTIONS you take give you your results. Your actions and mindset are the only things you have full control over.

### Kaizen

*The practice or philosophy of continuous improvement.* Small steps lead to huge gains, so build success in you life by doing it with small steps. down into the 8 core areas for living a balanced life. Each page on this worksheet is specific to one of the 8 areas of life.

### Goal Oriented Mindset

Change up your mindset to be focus on outcomes you want to achieve. When you can stay focus on what you want, then use Kaizen steps to achieve it, Your rate of success will climb.

## **Unplug**

Setup times that you will move away from the screens in your life. Take some time to disconnect so you can remove some head trash.

## **Declutter**

We are bombarded by constant interrupts. Removing clutter from our rooms, closets, workspaces and devices allows us to focus on what is important and leads to scaling back.

## **Meditate**

Simple to learn, meditation is proven to increase a person's wellbeing in a long list of ways. Take the time to invest in yourself and live a more enjoyable life.

## **Gratitude**

When you bring gratitude into your life for all the great things you have currently, this also has a great benefit of raising your level of wellbeing. Make it a daily practice to acknowledge the things you are grateful for.

Finally, have fun with the process!