

RUNNING ON EMPTY?

Take this energy audit to see how you're doing. Check the statements that are true for you, then see how you score.



BODY

- I exercise regularly
- I usually eat breakfast and I keep healthy snacks on hand
- I enjoy caffeinated beverages, sweets and alcohol in moderation
- I take regular breaks throughout the day

EMOTIONS

- I let go of resentments easily and don't harbor grudges
- I am open-minded and tolerant of others' opinions
- I take time to do the things I enjoy and am passionate about
- I express my appreciation of others frequently and often pause to feel gratitude for people and things in my life

OVERALL ENERGY SCORE

Total number of statements checked: _____

- 11 – 16** = Excellent energy management skills
- 7 – 10** = Reasonable energy management skills
- 4 – 6** = Significant energy management deficit
- 0 – 3** = A full-fledged energy management crisis

MIND

- I am able to concentrate on one task at a time
- I take vacations from email and other electronic communication
- The amount of information I deal with day to day feels about right; I'm not worried that I'm going to miss important details
- I leave work at work when I go home, creating space between the two places

SPIRIT

- I feel like I'm doing enough; I don't judge myself harshly
- I regularly take time for quiet reflections
- I feel like my life has meaning and value
- I give back to my family, friends and co-workers in a variety of ways

AREAS FOR FOCUS

If you have three or fewer checks in any area, use the resources in this issue to give yourself a boost!

Number of checks in each category:

Body: _____ **Emotions:** _____ **Mind:** _____ **Spirit:** _____

- 4** = Excellent energy management skills
- 3** = Strong energy management skills
- 2** = Significant deficits
- 1** = Poor energy management skills
- 0** = A full-fledged energy crisis