Time Depleter Tool

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Awareness Builder – Time Depleters

Record items that drain, waste or deplete your time.

Review your weekly activities. Did you do anything that drained your time? What did you do exactly? How did you feel exactly

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Declare that you will do your best to remove these time depleters. What actions can you take today?

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Review your weekly activities. Did you do anything that increased your productivity and efficiency? What did you do exactly? How did you feel exactly?

Declare that you will do more of these. What actions can you take today to increase efficiency enhancers?

Are you ready to start taking these actions now?

Yes ☐   *No* ☐