

Not-To-Do List

This exercise will help you figure out what you should delegate to maximize your time.



What actions are not serving you in growth, happiness, greater income, your family or your future self?

List of actions you spend time on:

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9

Write either automate, delegate or eliminate

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9

What are the top 3 things that you wish you could do more of?

What are the top 3 things that you are going to eliminate first?

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This exercise will help you figure out what you should delegate to maximize your time.



What actions are not serving you in growth, happiness, greater income, your family or your future self?

List of actions you spend time on:

- 1 SOCIAL MEDIA
- 2 VIDEO EDITING
- 3 EMAILS
- 4 PHONE CALL FIELDING
- 5 BUILDING COURSE
- 6 BUY + SELL CLIENTS
- 7
- 8
- 9

Write either automate, delegate or eliminate

- 1 DELEGATE
- 2 DELEGATE
- 3 AUTOMATE
- 4 DELEGATE
- 5 DELEGATE
- 6 ELIMINATE
- 7
- 8
- 9

What are the top 3 things that you wish you could do more of?

1. SPEND TIME WITH FAMILY
2. IMPACTED MORE PEOPLE
3. SPEND MORE TIME PRESENT

What are the top 3 things that you are going to eliminate first?

1. WORKING WITH BUY + SELL CLIENTS
2. TOXIC RELATIONSHIPS
3. WASTED TIME