

# Making Yourself a Priority

#1: Write a list of **10 things** that you are currently doing that:

1. you don't like doing (especially the stuff you hate);
2. you no longer want to do;
3. can wait for the future (or never);
4. can be done by others; and/or
5. that simply don't serve you and your happiness. GO.

#2: Beside it, decide what can be: **ELIMINATED, POSTPONED and DELEGATED.**

Remove what you can, set a later date for items that can be postponed and assign the rest to others.

I also want you to come up with some short, but sweet, responses to give others for why you will no longer be doing these things.

Nothing lengthy. A simple **I CAN'T** will suffice.

This is not because you need to justify yourself.

You're just laying the groundwork for the new you.

What you are currently doing...	What can be Eliminated...	What can be Postponed...	What can be Delegated...