

# Zone of Genius

## Worksheets

Use this worksheet to step into your Zone of Genius so you can get more done and more accomplished in less time.

### 1. DELEGATE THE THINGS YOU DON'T WANT TO DO

- Write a list of all the things that you don't want to do or drain your energy to do. Use the worksheet on the following page.
- Next to each item, decide if you want to delegate it or devise a creative solution.
- Once you've decided, write down who you are going to delegate it to or what your creative solution is to get it done yourself.
- Delegate all the things needed to be delegated.
- Implement all your creative solutions.

### 2. SPEND 10 MINUTES A DAY IN YOUR ZONE OF GENIUS

- Write down a list of what you are OBSESSED with doing. What do you do that lights you up inside? What is an activity you do where you forget about the time because you are in the zone? If money or time wasn't an issue, what would you really like to be doing?
- Do that activity for at least 10 minutes everyday.

# CREATE or DELEGATE

THINGS TO DO

CREATE /  
DELEGATE

CREATIVE SOLUTION /  
DELEGATING TO WHOM



# ZONE OF GENIUS

## 10 Minute Plan

**MY ZONE OF GENIUS ACTIVITIES ARE:**

**SAY IT WITH ME:**

*I easily spend 10 minutes a day (or more)  
in my Zone of Genius.*

**WEEKLY LOG:**

Check the box once you have spent 10 minutes (or more) in your Zone of Genius each day.

MONDAY  TUESDAY  WEDNESDAY  THURSDAY

FRIDAY  SATURDAY  SUNDAY



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