

Leverage to Lead

Frame Your Week

When incorporating work and family so often we let emergencies and distractions keep us from doing what is most important to us. Are there things that you would like to incorporate into your weekly routine that seem beyond you, i.e. exercise, career strategy? When you set a framework for your week, it becomes easy to say no to activities that would infringe on time devoted to career or family. Outline how you would like to spend a typical week.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Early Morning							
Mid-Morning							
Lunch							
Afternoon							
Evening							
Night							