



*Live Like it Matters!*

KSS Worksheet

## **Purpose of this Worksheet**

Do you feel overwhelmed with all you have to do?

Use this KSS worksheet to identify how to do more by doing less! Do what matters and identify those busy being busy things that you need to stop doing.

## **Who will benefit from this worksheet**

Anyone who wants to...

- have more quality time.
- feels overwhelmed.
- needs to find time for things that matter most.

## **Process**

### **Step 1**

Identify those things in your life that are working for you. KEEP doing them.

### **Step 2**

Identify those things in your life that are NOT working for you. STOP doing them.

### **Step 3**

Identify those things, which you are currently not doing, but that you know you should be doing, and if done would impact your life in a positive way. START doing them.







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