

Current/Ideal Week Worksheets

The purpose of this document is to assist you with the development of your personal plan.

Complete the current week and ideal week templates, following the steps 1 through 3 below, and then record your answers to the questions that follow on from those worksheets.

Steps for completing the current and ideal week worksheet:

1. Step 1 is the current week worksheet. Complete this by:
 - a. Reflecting on how you perceive a current week. It should be a 'normal' week in that it is not a week that you are holidays etc.
 - b. Column 1: List down the activities you are doing in a current 'normal' week noting that we are referring to a full week – 24x7. You will need to keep the activities at a reasonably broad level although it would be useful to break down your work activities into a little more detail although not fine detail. So rather than listing work '40 hours', list down the major activities within the 40 hours.
 - c. Column 2: For each of the activities you have identified assign the number of hours you spend doing each of these activities in your current 'normal' week. The week should total 168 hours (24 hours x 7 days).
 - d. Column 3: For each activity assign a fun or enjoyment factor. Give it a score out of 10 with 0 being no enjoyment at all and 10 being maximum enjoyment. It is OK to use negative scores if you feel that that is appropriate.
2. Step 2 is to contemplate an ideal week. At some time in the future (whether it be next week, next month, next year etc) you will have an ideal week. Put yourself in that week and become fully associated with it. From that position note down, on a piece of paper, what you are seeing, feeling, hearing etc. and what is going on around you. Understand the qualities of that week from a sensory perspective.
3. From the perspective outlined in step 2 complete the ideal week worksheet in much the same way you did the current week template. What are you doing, how many hours would you spend doing it and how much fun would each of these activities generate?

Having completed steps 1 through 3, above, answer the questions that follow on from the current and ideal week templates:

