

# Energy Audit

Are you headed for an energy crisis? **Check the statements below that are true for you.**

Physical	
	I don't regularly get at least seven to eight hours of sleep, and I often wake up feeling tired.
	I frequently skip breakfast, or I settle for something that isn't nutritious.
	I don't work out enough (meaning cardio-vascular training at least three times a week)
	I don't take regular breaks during the day to truly renew and recharge, or I often eat lunch at my desk, if I eat it at all.
	<b>Section total</b>
Mental	
	I have difficulty focusing on one thing at a time, and I am easily distracted during the day, especially by e-mail.
	I spend much of my day reacting to immediate crises and demands rather than focusing on activities with longer-term value and high leverage
	I don't take enough time for reflection, strategizing, and creative thinking.
	I work in the evenings or on weekends, and I almost never take an e-mail-free vacation.
	<b>Section total</b>
Emotional	
	I frequently find myself feeling irritable, impatient, or anxious at work, especially when work is demanding.
	I don't have enough time with my family and loved ones, and when I'm with them, I'm not always really with them.
	I have too little time for the activities that I most deeply enjoy.
	I don't stop frequently enough to express my appreciation to others or to savor my accomplishments and blessings.
	<b>Section total</b>
Spiritual	
	I don't spend enough time at work doing what I do best and enjoy most.
	There are significant gaps between what say is most important to me in my life and how I actually allocate my time and energy
	My decisions at work are more often influenced by external demands than by a strong, clear sense of my own purpose
	I don't invest enough time and energy in making a positive difference to others or to the world
	<b>Section total</b>
	<b>Grand total / Overall score</b>

Scoring Guide			
Guide to overall score		Guide to section score	
0 - 3	Excellent energy management skills	0	Excellent energy management skills
4 - 6	Good/reasonable energy management skills	1	Good/reasonable energy management skills
7 - 10	Some energy management deficits	2	Some energy management deficits
11 - 16	Significant energy management risks	3	Poor energy management practices
		4	Significant energy management risks

Source: Tony Schwartz and Catherine McCarthy <https://hbr.org/2007/10/manage-your-energy-not-your-time>

This questionnaire is not a validated assessment instrument. It is intended for educational purposes only.