

Beating Overwhelm

So 2007 has started out well....The list of projects you put together to accomplish is in play, and life is doing its usual thing....

The unexpected is cropping up and things that looked so easy on paper are turning out a touch more complicated.....

Hmmmm, what to do? **Don't despair!**

Try this: Acknowledge that no matter how much you do, there will always be more.

Why? Because then you can decide to be more discerning about which things you will devote your time and energy to.

Re-evaluate each of your projects with the following questions:

1. What is important to me about accomplishing this goal/project?
2. And what is important to me about that? Ask this multiple times.
3. Ask Q's 1 and 2 for all of your projects to see clearly the priorities.
4. What is it costing me to achieve this goal? Is it worth it?
5. What will the consequences be if I don't achieve it / within the time frame?
6. Is the timeframe realistic?
7. Is there any other way of fulfilling the outcome for each goal/project?
8. Can someone else do it/help with it?
9. Are my answers true, would somebody else consider it the same way?
10. If this was a good friends list of projects how would I advise them?

If you can't do it all then; **choose** which parts you will do well and enjoy; **choose** which parts you will do your best with; **choose** which jobs you will delegate/ re route to other people and **choose** which jobs you will say no to. So be honest with yourself and acknowledge what you really are capable of.

To get started write a list of what is to be achieved today and decide for each item whether to **Dump it, Delegate it or Do it!**

Erica Bagshaw is an expert in alignment. Through NLP Coaching she helps you to align your purpose, thoughts and actions personally and in business. She has Goals packages tailored for you to get your life in order so it can flow powerfully and effortlessly. Get her free e-book **NRG at Work** giving you useful ideas to keep your energy firing. www.thealignmentgroup.com or **phone 02 9923 1852**

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