

THE STOPLIGHT METHOD

A motivation- and energy-based process for balancing productivity and rest.

RED



Think about the time of day in which you tend to feel drained. Do you lack motivation? Is it hard to focus? This might not be your most productive time, and that's okay! Practicing self care is incredibly important, and this could be just the time to do it!

YELLOW



Next, consider the moments when you feel like you are moving through your work smoothly without much effort, neither trying too hard or too little. What time of day does this tend to fall in? This would be your baseline, your most "normal" level of energy and motivation.

GREEN

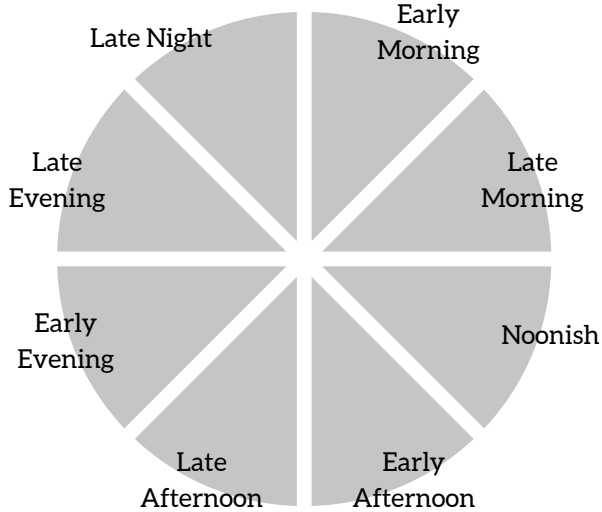


Lastly, think about when you feel the most focused, energized, and motivated. What time of day does this tend to happen? This is likely when you will produce your highest quality work and feel the best while doing it.

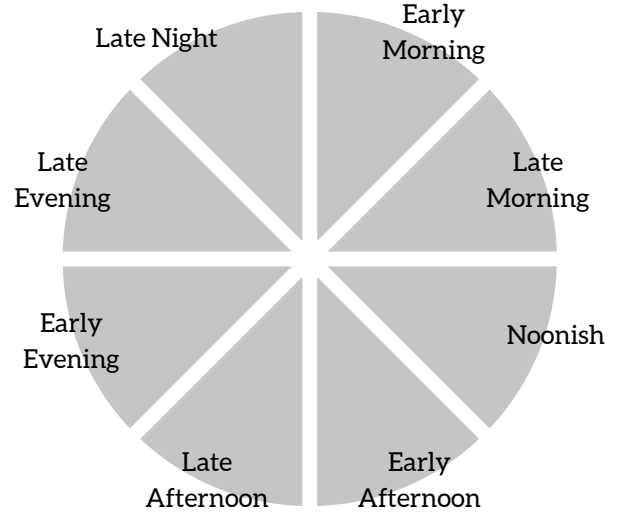
Over the next 5 days, take note of when you feel more energized, creative, and/or motivated. Then, on the back of this page, fill in the pieces of the pies with the colors associated with the stoplight. Once you are able to see trends, you can start to plan your schedule and workflow around your unique rhythm.

TIME TO TRACK!

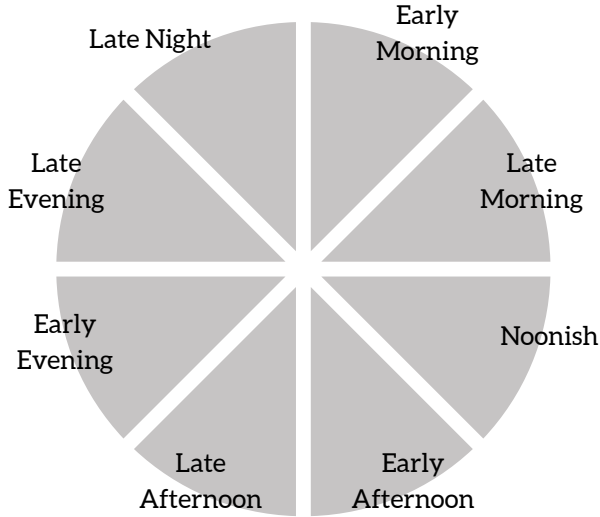
Day 1



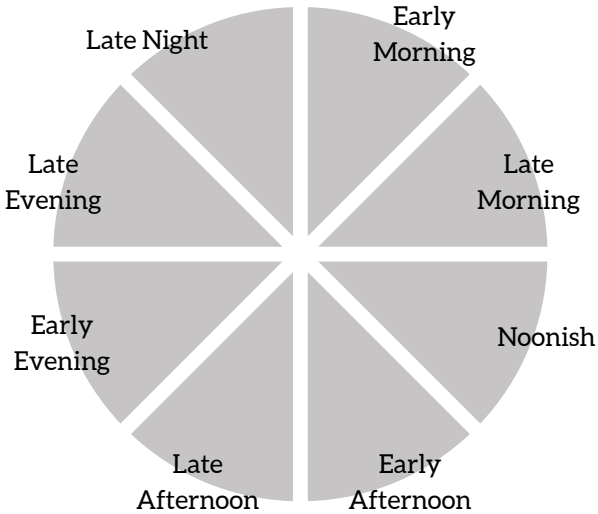
Day 2



Day 3



Day 4



Day 5

