

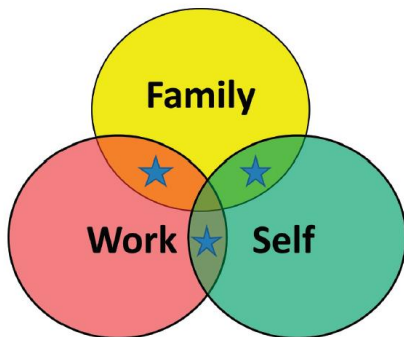
## What does “Work-Life” mean to you?

Rate your *satisfaction* with your work-life well-being:

1	2	3	4	5	6	7	8	9	10
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**Unsatisfied**  
Overwhelmed  
Discontent

**Satisfied**  
Energized  
Happy




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*Family: Relationships, Roles*  
*Self: Physical, Mental, Spiritual, Hobbies*  
*Career: Research, Teaching, Service, Patient Care*

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*Ludwig Pediatrics 2011*

### Take *Inventory of Values and Priorities* for work-life domains: **WORK, FAMILY, SELF**

<b>List 5 Values/Priorities:</b>
<ol style="list-style-type: none"> <li>1.</li> <li>2.</li> <li>3.</li> <li>4.</li> <li>5.</li> </ol>

*Instructions*

- ✓ *Record your schedule on a busy day. Fill in as much detail as possible. Include activities for work, family, and self.*
- ✓ *Analyze your schedule using these tips to better utilize your time, align your values, and control the boundaries around work, home, and self.*

Date/Day of Week:			
	Schedule		Notes
12:00 am			
1:00 am			
2:00 am			
3:00 am			
4:00 am			
5:00 am			
6:00 am			
7:00 am			
8:00 am			
9:00 am			
10:00 am			
11:00 am			
12:00 pm			
1:00 pm			
2:00 pm			
3:00 pm			
4:00 pm			
5:00 pm			
6:00 pm			
7:00 pm			
8:00 pm			
9:00 pm			
10:00 pm			
11:00 pm			
12:00 am			

**1. Prioritize**

**2. Delegate**

**3. Double Dip**

**4. Transition Times**

**5. Time Wasters**

**6. Minimize Interruptions**

**7. Use Technology**

**8. Communicate**