

APAC 2021 pre-session optional activity

Session info:

Wednesday, May 12

3PM - 4PM: IMPROVING QUALITY OF LIFE: NARRATOR GPS GOALS

Creating Goals, Policies & Systems (GPS) to Go from Here to There. Join Andi Arndt (Lyric Audiobooks) and take a pause from working IN your business to work ON your business. Set SMART goals, connect goals to action steps and systems that support and track your business and quality of life. With assistance from Suzanne Barbetta and Susan Eiden.

*this is a completely optional self-assessment, but completing it will help you delve deeper and get more out of our time together.

For one week at least, track the following daily stats:

- Time your workday began (looking at email in bed counts)
- Time your workday ended (looking at email in bed still counts)
- Finished hours completed x PFH = income for each day
- Time spent recording
- Time spent on administrative tasks (email, bookkeeping, promotional activities, market research etc)
- Time spent on non-work activities during the workday
- Rate the day in terms of both work and life. Grades, scale of 1-5, whatever you like.

You can make notes in your day planner, create a spreadsheet, whatever works for you, but the important thing is to look at your stats for a week or even two between now and APAC.

After you have a week's worth of stats, look at the patterns. Which things were generally the same day to day? Which things shifted?

Thinking about your TIME...

- Are you happy with the amount of time allocated to work? If not, what needs shifting?
- What rules do you have regarding your time? How many weeks of vacation do you take each year? Do you work evenings? Weekends? How often and why do you bend these rules?
- How do you keep track of your schedule? Do you like this system or are there holes in it?

Thinking about your MONEY...

- Are you happy with your rates and income? If not, what needs shifting?
- What rules do you have regarding your money? How have you accounted for your spendable income, savings, tax withholding and retirement? How often and why do you bend these rules?
- How do you keep track of your money? Do you like this system or are there holes in it?

Thinking about your ENERGY and HEALTH...

- Are you generally satisfied with your energy level and overall wellbeing?
- What rules do you have regarding rest, hydration, nutrition, exercise, inspiration and play? How often and why do you bend those rules?
- How do you track your energy levels and health? Do you like this system or are there holes in it?

Congrats, you've completed the pre-session self-assessment (can you tell I narrate eLearning?). If you would like input on specific issues we address in the APAC session, please share your thoughts in this 3-question survey*:

[NARRATOR SELF-ASSESSMENT SURVEY](#)

*we respect your privacy and will not share specific responses, just looking for areas of common concern.