

Uses for the cards

A fun, hands-on way to trigger what you want to focus on in life. Be reminded of priorities; think big picture or fine detail; you can go as deep or as light as you want. You are in control. Focus and flourish, both alongside and outside work. Try these ideas if you are:

- Seeking greater work-life balance, or general wellbeing, or reprioritising life in general:
 - Think in terms of the next year.
 - Choose from all the white cards. “Which options might I like to do in the next year?”
 - Group, label (use orange HEADER cards), prioritise.
 - Plan to start activities in the first priority group AND / OR work out how to balance your focus between your top 2-3 priority groups.

- Realising something is missing? Wanting fun OR challenge OR purpose OR meaning OR connections outside work:
 - Think in terms of the next year.
 - Choose from only those categories that currently feel missing in your life outside work (categories are the orange words at bottom of the cards). “Which options might I like to do in the next year?”
 - Prioritise your options within each category and plan your first action steps.

- Considering a retirement plan or developing a ‘bucket list’ (if you have a partner, you could get them to plan theirs at the same time – compare ideas):
 - Decide when you will reduce work: 1 year, 3 years, 5-10 years from now?
 - Choose from all the white cards. “Which options might I like to do after (or before) then?”
 - Group; label (use orange HEADER cards); choose your favourite groups.
 - Plan costings and first steps (joining teams, starting a new hobby etc.).
 - Think about how to share your time between your favourite groups / themes.
 - Write out your ‘bucket list’ and start counting down.

- Re-focusing for the next few months, maybe looking for motivation after time out, illness or injury:
 - Think in terms of the next 3 months at most.
 - Choose from all the white cards. “Which options might I like to do in the next few weeks or months?”
 - Group, or look for themes.
 - Decide which theme or card appeals most and allow your energy to go into that for now.

- Re-focusing monthly:
 - Note anything that you are already aware you want/need to focus on.
 - Then, very quickly, flick through all the white cards.
 - As you flick through, let the cards trigger other activities for focus that you need, or want, to remember this month and note them down.
 - Is there enough balance between your areas of focus? – if not, add or delete a few.
 - Put the focus summary somewhere where it will constantly remind you, and get started.

- Looking for a focus for the coming week or weekend :
 - Flick through all the cards and choose 2-3. Let them be your focus.



Find more tools and resources on www.futurefocusplan.com