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Extraordinary Productivity
The 5 Choices

1. ACT ON THE IMPORTANT
   - DON'T REACT TO THE URGENT

2. GO FOR EXTRAORDINARY
   - DON'T SETTLE FOR ORDINARY

3. SCHEDULE THE BIG ROCKS
   - DON'T SORT GRAVEL

4. RULE YOUR TECHNOLOGY
   - DON'T LET IT RULE YOU

5. FUEL YOUR FIRE
   - DON'T BURN OUT

DECISION | ATTENTION | ENERGY
What one or two things do you consider to be Q2 activities, goals, or high-impact work?

What one or two things should you stop doing so that you can devote your finest attention and energy?
Create a Q2 Culture

“A culture is how people communicate and work together over time, even if it’s just you and one other person. This is something you can influence. The key is to establish a shared language of importance based on the Time Matrix.”

—Kory Kogon
Your Important Roles
Q2 ROLE AND GOALS WORKSHEET

1. Q2 ROLE STATEMENT

AS... (Role Title)

I WILL... (Extraordinary Outcomes)

THROUGH... (Activities)

2. Q2 GOALS

FROM X TO Y BY WHEN
Weekly Q2 Planning

1. Revisit your roles and goals.
2. Ask yourself the Big Rocks Question: “What are the one or two most important things I could do in this role this week?”
3. Schedule the Big Rocks first.
ROLE:

THIS WEEK’S BIG ROCKS:
1 
2 

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In what ways is a “technology addiction” endangering your productivity or that of your organization?

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The 5 Energy Drivers™

- MOVE
- EAT
- SLEEP
- RELAX
- CONNECT

FUEL YOUR FIRE

DON'T BURN OUT
Personal Energy Inventory

1. I get up and move regularly throughout the work day.

2. I have a consistent exercise program that boosts my energy.

3. I eat in a way that provides sustained energy throughout the day.

4. I have a pattern of eating nutritious food at every meal.

5. I get at least seven hours of sleep each night.

6. I am satisfied with the quality of sleep I get each night.
7. I have an effective coping strategy to deal with stress.

8. My lifestyle supports my ability to manage stress.

9. I take time to connect regularly with the important people in my life.

10. I regularly connect with the purposes and values that make my life meaningful.

YOUR SCORE

0–39 Problem

40–79 Average

80–100 Doing Great
Work Session Materials
Bonuses Modules

JULIE MORGENSTERN
Productivity Strategist and New York Times Best-Selling Author

CHRIS MCCHESNEY
Execution Practice Leader, FranklinCovey

DR. DANIEL AMEN
Brain Expert and New York Times Best-Selling Author
STEPS

1. Take the 5 Choices Benchmark.
2. Complete the Work Session.
3. Complete the 5-Week Quickstart Commitments.
4. Retake the 5 Choices Benchmark.
5. Complete the Report Session.
BECOME EXTRAORDINARY
Sign up and start tracking your progress today!

The 5 Choices to Extraordinary Productivity teaches you how to achieve extraordinary results. Use this website to help you apply the 5 Choices, track your progress, and share your success with others.

SIGN UP

ALREADY SIGNED UP?

already signed up

First Name
Last Name
Email
Password
Confirm Password

SIGN UP

ALREADY SIGNED UP?

already signed up

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