

Project: Energy Budget



Whether you are a high-energy person or need lots of time to recharge, it helps to recognize your natural energy cycle so that you can plan events and projects to support yourself; this is one of the basics of self-care!

We often go about our days rushing from one thing to the next without checking in with ourselves. Take some time with me to create your energy budget so you can better plan your days!

(This workbook is a companion to the Time Audit project – check out that one too!)

An energy budget is like creating a monetary budget – you need to know how much you have in the bank before you can spend it mindfully. Doing this energy budget helped me recognize my natural flow of energy so I could better plan big projects in line with my high-energy times.

Try doing your own energy budget! Take advantage of high-energy periods and respect and nurture yourself when your energy is low.

It's very easy to do! Even if you aren't a routine-type person, I encourage you to do this exercise so you can see how your energy cycles fluctuate so you can better plan demanding projects with high-energy periods.

Step 1 – Pick a “typical” week to do your budget (3–5 days). For weekdays, I picked a week where I didn't have any commitments after work or any medical appointments in the morning. If your weekends have quite a different schedule than your weekdays, consider also picking 2–4 weekend days to do this same process.

Step 2 – Create a template to keep track of your energy. This can be as simple as a blank notebook page for each day of the week, or you could make a spreadsheet to help you graph your energy. For instance, Column A is the time of day (3:00 pm), Column B is the task (Wrote a blog post), Column C is an adjective to describe how you feel (Productive), and Column D is a ranking of your energy level 1–10, where 1 is “sick in bed and all I can manage is breathing” and 10 is “I'm so excited I want to skip down the street” (7). *[I have a sample template for you on the next page.]*

Step 3 – Conduct your audit. For 3–5 weekdays (and again 2–4 weekend days), carry a notepad/piece of paper, and a pen or pencil. If you have a routine, you can pre-print your tasks and just write down how you felt and your energy level. If you don't have a routine, mark down the time and activity, too. If you're using a spreadsheet, type in your data the following day. (If you want to make a graph, use the time of day on the x-axis and the energy level on the y-axis.)

Energy Budget: Sample Template

Date: _____

Time	Task	Feeling	Rank	Time	Task	Feeling	Rank

Step 4 – Evaluate your data. After your week is up, look at the tasks you did and how you felt. Are there any patterns? Do you often have high or low energy at a particular time of day, or is it more tied to the task you were doing? Highlight any “outliers”, where your energy was particularly high (8-10) or low (1-3). Look at your “feeling” adjectives in comparison to your energy rank, too; there is probably a correlation between “positive” feelings and high energy.

Step 5 – Make a plan. If your energy cycle is more time-related, pay attention to how you schedule your activities and focus on demanding projects when your energy is high. If your energy cycle is more task-related, try to alternate high-/low-energy tasks to keep a healthy balance; for example, do an activity that gives you high energy (meditation, etc.) before you tackle a big project.

Step 6 – Consider doing another energy budget in six months. Your energy may change with the seasons. When there is more daylight in summer, you may naturally have more energy later in the afternoon; and when there is less daylight in winter, you may have much lower energy all day. Be mindful of changes in your energy cycle and adjust as necessary.

It’s all about **respecting your personal needs**. You don’t have to live on coffee or energy drinks to get everything done. Sometimes, we need to run on all cylinders, but that doesn’t need to be your default. By working with your own energy cycle, you can make **mindful choices** for how you spend your energy and find a healthy balance.

**Work smarter,
not harder!**

Want more great information like this ebook?
Check out Exploring Your Depths!



Cathy Carpenter * Exploring Your Depths, LLC

Certified ARTbundance Coach and Practitioner

Tarot Reader and Teacher

Visit ExploringYourDepths.com for:

- * **Blog posts**, published twice per week
- * Weekly **newsletter** sign-up
- * Upcoming **events** and **e-classes**
- * **Free downloads** on topics related to coaching and self-development
- * For-purchase **workbooks**, like "The Art of Self-Examination"

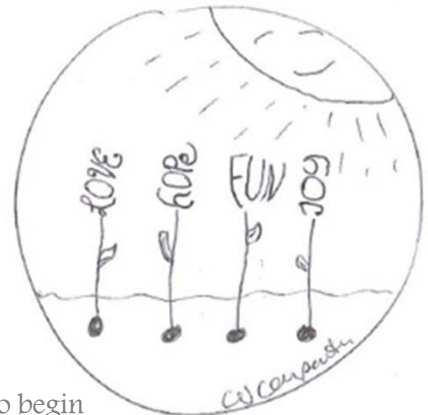
Creativity and Life Coaching

I have four coaching options including a free session.

Free

Free "Depth-Charge" Session, 30-45 minutes.
Set a Depth-Charge to shake things up!

If you are overwhelmed with the change(s) you want to make in your life and aren't sure where to begin



Paid sessions range from \$125-495 and focus on Work-Art balance, creative abundance and vitality, and accountability to make your creative dreams real!

See the [Coaching page](#) on Cathy's website for more information.

Tarot Reading and Classes

Are you confused, frustrated, and seeking answers? Have you over-thought an issue so much that you can't stand to think about it, but you still need to find a solution? Are you looking for outside help, a fresh pair of eyes, to help you work through your issue?

Let's ask my cards to help you with your issue! Book a reading today. Prices range \$25 to \$55.

Cathy also teaches a tele-class series, "Find Yourself in the Cards", based on the tarot archetypes of the major arcana. See [her site](#) for more information.

- * Fooling Around * Magician Ignition * High Priestess Secrets * Empress Yourself * Emperor Treasure *
- * Hierophant for Hire * Lovers Lane * Chariot of Fire * Strength Training * Hermit Haven *

Cathy Carpenter, Exploring Your Depths, LLC, exploringyourdepths.com

<https://www.facebook.com/ExploringYourDepths>

<https://twitter.com/innerdepths>

<http://www.etsy.com/shop/EightofWands>