

Life**F**ocus™

GUIDE

INTRODUCTION

Every one of us possesses the same remarkable gift: our one and only life. We're called to make it count. After all, no one but you can leverage your unique constellation of gifts, skills, interests, knowledge, and resources. The question is: What will you do with it all?

You can live successful days and even successful years and still fail to live a meaningful life. Lives of purpose only happen on purpose. We need a plan. We need LifeFocus.

Life Planning, Gamified

Most life-planning processes come with practical and emotional obstacles. We've solved both problems by creating eleven easy-to-use card decks. Each deck provides insightful, clear prompts to simplify your thinking and writing—and a few blank cards so you can include ideas of your own.

These decks will help you identify your values, craft your mission, and imagine your vision for each of the nine life domains: body, mind, spirit, love, family, community, money, work, and hobbies. This simple process can be completed in an afternoon. Then, you'll have a life plan that leads to greater direction, purpose, growth, balance, and flourishing.

What to Expect

LifeFocus addresses four primary questions:

- Who am I? This addresses your personal values.
- Why am I here? This describes your personal mission.
- Where am I now? This captures your current reality.
- Where am I going? This charts your future course.

To follow the process, you'll need everything in the LifeFocus box and a pen or pencil, along with an internet connection (to take our proprietary LifeScore Assessment™ and access the samples and resources if you need them).



If, at any point, you want to see samples, you can access them at lifefoc.us/resources. Ready to get started? Let's jump in.

1. WHO AM I?

State Your Personal Values

Values reflect our priorities and direct our decisions. All of us have values, but we rarely make them explicit. Knowing our values helps us better understand why we do what we do. What are yours? Let's find out.



All values are aspirational. Don't just ask what's true about you now.

Ask: What kind of person will I have to become to achieve my LifeFocus?

INSTRUCTIONS

1. Pull out the Values deck.
2. Sort the cards into the three piles using the prompts on the next page.
3. Now, revisit your MAYBE pile and make your final decisions.
TIP: Some values are fairly similar. You might find it helpful to group similar values you find compelling. Then, choose the word that best encompasses the entire group—or come up with your own umbrella term.
4. Sort and narrow your POWERFULLY RESONANT values to just five to seven cards. Rank them, if helpful.
5. Open your LifeFocus Plan to page 5. Write these POWERFULLY RESONANT values in the appropriate column. Use the primary or secondary terms as desired.
6. Finally, in the column to the right, answer the following questions for each value:
What does this value mean to me? Why does it matter for my future?

“Hey, Mission and Values are backwards in my LifeFocus Plan.”

Not exactly. When walking through the LifeFocus process, it's easiest to identify your values first. These inform your mission. However, when consulting your LifeFocus for the future, you'll want to see your mission first. It shapes everything else.

**POWERFULLY
RESONANT**

This matters the most to me

MAYBE

I'll come back to this

**LESS
RESONANT**

This still matters, but it's less
foundational to my core motivation

2. WHY AM I HERE?

Declare Your Mission

All of us have a calling, a set of passions, preoccupations, and interests that inform our identity. We call that your mission. It's what you're here on earth to accomplish.

There are three elements to your mission:

Your **ROLE** could be concrete (e.g., "parent") or more abstract (e.g., "restorer").

Your **IMPACT** describes what ideals you want to further in the world.

Your **ACTIVITIES** describe how you'll accomplish what you determine to do.

Your mission is bigger than your work. It should be multifaceted, shaping how you think about all nine life domains.



Your mission actualizes your values. If there's a little redundancy with your values, that's probably a sign you're doing it right.

INSTRUCTIONS

1. Pull out the Mission deck and divide it into its three sub-decks: **ROLE**, **IMPACT**, and **ACTIVITIES**.
2. Sort the **ROLE** cards using the prompts on the next page, readdressing your **MAYBE** cards as necessary. Choose up to three.
3. Sort the **IMPACT** cards using the prompts on the next page, readdressing your **MAYBE** cards as necessary. Choose up to three.
4. Sort the **ACTIVITIES** cards based on which ones trigger the best ideas, readdressing your **MAYBE** cards as necessary. Choose up to three.
5. Once you've chosen all nine cards, arrange them as indicated on page 8 of this Guide.

**POWERFULLY
RESONANT**

This matters the most to me

MAYBE

I'll come back to this

**LESS
RESONANT**

This still matters, but it's less
foundational to my core purpose

I am a ...

ROLE

ROLE

ROLE

I exist to ...

IMPACT

IMPACT

IMPACT

I do this by ...

ACTIVITIES

ACTIVITIES

ACTIVITIES

6. Respond to your chosen ACTIVITIES prompts below.

CARD 1 RESPONSE

CARD 2 RESPONSE

CARD 3 RESPONSE

7. Combine these elements in a rough draft of your mission: I am a [ROLE(S)].
I exist to [IMPACT(S)]. I do this by [ACTIVITIES RESPONSES FROM ABOVE].

Per the card prompts, when writing your rough draft, you may choose to think in terms of what you promote, what you combat, or a mix of both.

Rough Draft Example:

I am a husband, father, and advocate.

I exist to combat oppression, promote restoration, and promote courage.

I do this by confronting with kindness, encouraging the people around me, and partnering with religious institutions to increase the number of registered foster parents.

8. Edit and tweak as necessary. Then, write your final mission statement in your LifeFocus Plan on page 4.

Final Draft Example:

I am a committed husband, present father, and advocate for foster children.

I exist to combat the oppression of children, restore their dignity and sense of safety, and help those around me live with greater courage.

I do this by confronting with kindness, naming the strengths of others, and strategically increasing the number of registered foster parents.

If you prefer not to use the template provided, don't! Write in whatever format makes sense to you. If you want more questions to consider as you craft your mission statement, see the appendix on page 22.

3. WHERE AM I NOW?

Assess Your Current Reality

It's easier to determine where you want to go once you know where you are. To determine your current reality for each of the nine life domains, you need to complete your LifeScore Assessment.








Your LifeScore doesn't limit you. It doesn't reflect the value you bring to the world or determine your potential. It only says where you are today so you can make a plan for a better tomorrow.

INSTRUCTIONS



1. Complete your LifeScore Assessment at lifefoc.us/lifescore.
2. On the following pages, write down your score in the appropriate column.
3. Reflect: *What does each domain score mean to you?* Capture your thoughts and feelings. Note reflections on your overall results in the designated box, if desired.

SCORE	REFLECTION: WHAT MY SCORE MEANS TO ME
<div data-bbox="99 266 182 349"></div> <div data-bbox="114 363 168 382">BODY</div>	
<div data-bbox="99 600 182 683"></div> <div data-bbox="114 697 168 716">MIND</div>	
<div data-bbox="99 933 182 1016"></div> <div data-bbox="114 1029 168 1049">SPIRIT</div>	
<div data-bbox="99 1267 182 1350"></div> <div data-bbox="114 1363 168 1383">LOVE</div>	
<div data-bbox="99 1605 182 1688"></div> <div data-bbox="114 1702 168 1721">FAMILY</div>	



COMMUNITY



MONEY



WORK



HOBBIES

SCORE	REFLECTION: WHAT MY SCORE MEANS TO ME

OVERALL REFLECTIONS

Trace Your Current Trajectory

Newton's First Law of Motion states that an object in motion will stay in motion unless acted on by an outside force. That means your current reality is your current trajectory. Your current reality will be your future reality unless you make meaningful changes in the present.



You can improve any score. You have the potential to grow. Even if you scored near the top, you can reach for something bigger, deeper, richer, and better. Your imagination is the limit. But, first, consider your destination if you keep to your current course.

INSTRUCTIONS

1. Look over your scores and what you wrote regarding what your score in each domain means to you.
2. Fast forward ten years. Imagine that domain in a decade. What does it look like?
3. Indicate your future status based on your current trajectory in the appropriate column.
4. Then ask yourself: *Am I satisfied with this projected outcome?* Answer in the appropriate column.



BODY



YES NO



MIND



YES NO



SPIRIT



YES NO



LOVE



YES NO



FAMILY



YES NO



COMMUNITY



YES NO



MONEY



YES NO



WORK



YES NO



HOBBIES



YES NO

4. WHERE AM I GOING?

Imagine Your Desired Future

The most important fact about the future is that it's not here yet. You can shape it through the decisions you make today. You need a compelling vision of the future to direct what you do in the present. LifeFocus can help. Each card in the life domain decks contains language you can use to describe your future.



Think positively. We're programmed with a negativity bias. It's nature's way of keeping us safe. For this exercise, however, you'll want to lean positive. Let yourself dream. For now, don't worry about the *how*; that's coming soon. Just focus on describing *what* you want.

INSTRUCTIONS

1. Pull out the nine life domain decks. Rank the decks by your personal order of importance.
2. In your LifeFocus Plan on pages 6–23, fill out the headers with the names of each life domain in your order of importance.

Step into the Future with a Sense of Abundance

Imagine: You're at your birthday party ten years from now. You're a decade older and wiser. You're feeling profoundly grateful for the life you get to live.

3. Starting with your first domain, sort your cards using the prompts on the following page.
4. Readdress your MAYBE cards, sorting them into their final destinations.
5. Limit yourself to six to eight cards to describe your desired future in this domain. This constraint will help you focus your future action.
6. In your LifeFocus Plan, describe your future vision for this domain using your chosen cards. If a card is directionally right, tailor it to fit. If it's spot on, use it word for word. Write in the present tense, describing the future you envision.
7. Repeat the process for the remainder of the domains. (For now, ignore Motivation, Milestones, and Habits.)

**POWERFULLY
RESONANT**

This matters the most to me

MAYBE

I'll come back to this

**LESS
RESONANT**

This isn't me

Or:

This is less important
than other priorities

Connect With Your Motivation

To change your current trajectory, you'll need a strong motivation. Consider your emotional and intellectual reasons for committing yourself to pursue this future. Your motivation will help you stay the course when inevitable challenges arise. To keep your way, state your why.



Turn fear into motivation. Fear almost always reveals a deeper desire. Use your fear to name what you really want, and leverage that desire as motivation.

INSTRUCTIONS

1. On pages 6–23 in your LifeFocus Plan, write down a few reasons you find your vision for each life domain compelling. Between three and five will do.
TIP: Pay attention both to logical arguments and emotional resonance. Intrinsic, as opposed to extrinsic, motivations are usually the most effective.
2. Rank your motivations from most to least compelling.

Map Your Milestones

There's a whole decade between now and your birthday ten years out. How will you use the time? You need more than vision and motivation. You also need a plan.

Consider this: Let's say your future reality includes having traveled to eight countries. You'll likely be unable to hit them all in year nine. You'll want to plot it out—at least loosely, knowing you can always revise.

Or, let's say you want to grow a business to \$10 million in revenue, but you haven't even launched yet. What are some key steps to get there?



Milestones can become annual goals. When it comes time to set annual goals, consider your milestones. They serve as aspirations you can turn into SMARTER Goals.[®] For more on SMARTER Goals, visit lifefoc.us/goals.



INSTRUCTIONS

1. On pages 6–23 of your LifeFocus Plan, look at the description of your desired future for each domain.
2. Ask yourself:
What will it take to realize that dream?
What would it look like to accomplish this?
What concrete steps or actions must I take in the intervening years to get there?
What measurable touchpoints can I identify that would signal my progress along the way?
3. Write down several milestones for each domain, if applicable.

Define Your Habits

Aristotle had it right: virtues result from our habits. We are what we habitually do. As you think about who you are on your way to becoming, some of your best guides will be the habits you cultivate.

Habits accelerate your trajectory, automate your progress, and direct your action. As you consider where you're headed, are there any habits that might help direct your journey?



Like milestones, habits can become annual goals. For more on SMARTER Goals, visit lifefoc.us/goals.



INSTRUCTIONS

1. On pages 6–23 of your LifeFocus Plan, look at the descriptions of your desired future for each domain.
2. Ask yourself:
What will it take to realize that dream?
What habits will change my current trajectory and help me realize my ten-year vision?
What repeatable activities will reroute my trajectory in the desired direction?
3. Write down several habits for each domain, if applicable.

MOVING FORWARD

Congratulations! You've completed your LifeFocus. You've just made a significant investment in your future. Now you won't drift to a destination you didn't choose.

Your life plan ensures you don't waste precious time. In fact, it's how you ensure you don't waste the infinitely valuable gift of your life. You've only got one. What will you have to show for it in ten years' time?

We recommend you leverage your LifeFocus for all it's worth. Here's how:

1. Take your first set of milestones and/or habits and turn them into SMARTER Goals. To maximize this process, we recommend following the proven methodology of *Full Focus Goal Setting*. See the QR code below or go to **lifefoc.us/goals**.
2. Track these goals in your Full Focus Planner. If you don't already have one, see the QR code below or go to **lifefoc.us/store**.
3. Review your LifeFocus often. For the first month, review it during your Weekly Preview. After that, review it during your Quarterly Preview. **lifefoc.us/planner**
4. Revisit your LifeFocus once a year. We recommend taking some time near the end of the year to review and revise your LifeFocus. You might find it helpful to follow the complete LifeFocus process again to ensure you get your best thinking—and dreaming—about the future.



FULL FOCUS
GOAL SETTING
lifefoc.us/goals



FULL FOCUS
PLANNER
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LIFEFOCUS
RESOURCES
lifefoc.us/resources



FULL FOCUS
STORE
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APPENDIX

Here are some additional questions you might find helpful as you craft your mission statement:

1. How have you repurposed significant pain to bring more goodness to the world?
2. What particular song lyrics, quotes, or phrases deeply resonate with you?
3. What's your unique contribution to your family, friends, community, and work?
4. What themes or lessons emerge from your most important life experiences?
5. What activities, people, or settings inspire you most of all?
6. What difference do you want to make in the world?
7. What do you want others to think and say about you?
8. What kind of person do you want to become?

NOTES

WANT SOME BONUS HELP WITH YOUR PLAN?

There's no need to go it alone. By working with a Full Focus
Certified Pro, you can get help:

- building or refining your Plan
- crafting your mission
- defining your values
- turning your Plan into actionable SMARTER Goals
- identifying helpful habits
- staying focused quarter after quarter, year after year

Our Certified Pros are equipped to help any LifeFocus user make
the most of their Plan. Visit lifefoc.us/pro to find out more.

