

Design Blueprint Checklist

Item Number	Building Block	Associated Statement	Answer / Checkmark
1	Premise:	I can get ahead by becoming my best self.	
2	Intention:	I am approaching this situation with intention.	
3	Intention:	I recognize that using intention every single day will help make my situation better.	
4	Assessment:	I have conducted an assessment of where I am versus where I want to be.	
5	Focus:	I am using the Daily Tool.	
6	Box:	I acknowledge that I am the focus of what I can control and improve.	
7	Box:	What is the issue affecting my time, energy and goals?	
9	Box:	Where does that issue belong -- inside or outside the box?	
10	Box:	What is within my control? How can I directly or indirectly do my best to affect an outcome?	
11	Box:	Outline an action plan or flow chart (on a separate sheet if necessary) of the actions you can take to address the issue.	
12	Box:	If I do my best, and do not see a change in the situation, I acknowledge I can accept it or find alternatives to remove myself from the situation in the future.	

Action Plan / Notes: