

The Better Business, Richer Life Checklist



Vision:

- I have a clear vision for what I want my business and life to look like in 3-5 years.
- My vision is committed to paper.
- My vision is aligned with my core values.
- My vision is communicated clearly to my entire organization and the important people in my life.

Self-Awareness:

- I have a clear understanding of the core values that drive my personal and business decisions.
- I understand the highest and best use of my time and talents within my business.
- I understand the highest and best use of my time and talents outside my business.
- My vision includes my family, friends and personal (non-business) ambitions.

Action Plan:

- I have identified the key initiatives/actions I need to execute in the next twelve months.
- The key initiatives/actions in my action plan are designed to deliver my vision.
- The key initiatives/actions address personal, professional and business growth.
- I regularly review my action plan to make sure progress is made.

Execution/Accountability:

- Everyone within my organization is clear about the highest priorities of the company.
- I spend most of my time on the activities that are the highest and best use of my abilities.
- I hire people who have skills and talents that are complementary to mine.
- I hold myself, and those around me, accountable for both successes and failures.

Outside Perspectives:

- I regularly solicit and listen to feedback and input from all levels and departments of my organization.
- I get outside advice or coaching on my business and my role in it on a regular basis.
- I have a group of peers I talk to confidentially about opportunities, obstacles, issues and ideas.
- I regularly step out of the daily operations of my business to focus on improving the business instead.

Balance and Personal Growth:

- I spend meaningful time with my spouse/family/significant others/friends.
- I have time to pursue the activities, hobbies, special interests or avocations that refresh and refuel my energy levels.
- I regularly take time away from work without access to a cell phone or email.
- I invest time and money in my own education and personal development.

With the support and expertise of their Inner Circle members strive to develop a coordinated plan to check off the items on this list.