

## How to manage your energy to increase your impact

Being intentional about how you manage your energy can help you to increase your impact at work.

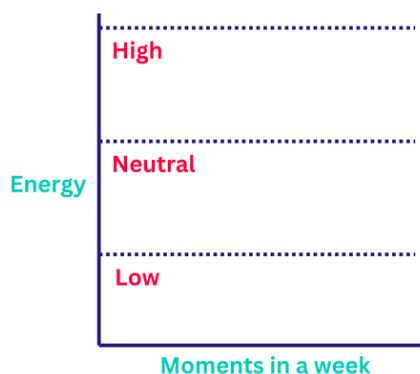
You can't gain more time - it's a finite resource - but you can increase the energy you have in a week. Gaining a greater understanding on what gives and takes your energy can help you to make better decisions about what you spend time on and how you do your work. This increased awareness and autonomy can fuel your motivation so you can achieve more of what matters to you.

### Ideas for Action



#### Track your energy across a week

Use a graph to think visually about your energy - how it moves up, down, or stays neutral throughout the week.



By understanding your energy flow, you can identify changes to structure your week more effectively and show up in the way you want.

Use our prompts to explore how your past/present/future perspectives, relationships and environment impact on your energy.

#### 1. Play with perspectives

Consider whether reflecting on your past successes, staying focused on your present reality or projecting into the future could be helpful for your energy.

Which prompt feels most energising for you?

- 🔗 *What moments from the last 12 months am I most proud of? (past perspective)*
- 🔗 *How can I increase my effectiveness this week? (present perspective)*
- 🔗 *What do I want to be true in 12 months time that isn't true today? future perspective)*

#### 2. Reflect on your relationships

We exchange energy with the people we spend time with. Understanding who impacts your energy helps you to be intentional about who you spend time with.

- 🔗 *Which interactions cause your energy levels to go up or down?*
- 🔗 *How can you adapt your interactions based on this insight?*

#### Coach yourself questions

What's your high energy moment this week?



What can you remove that drains your energy?

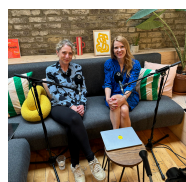


#### 3. Experiment with your environment

Your working environment can affect your energy. Being conscious of the places and spaces that you are at your best in can help you rethink where you spend time.

- 🔗 *Notice if your energy shifts when you stay in one place or switch spaces during the day.*
- 🔗 *Experiment with where you work to find out what boosts your energy the most.*

### Recommended resources



**Watch our 7 minute Skills Sprint** on how keeping your energy levels high can help you to overcome challenges.



**Manage Your Energy, Not Your Time.** HBR article by Tony Schwartz and Catherine McCarthy.



**Our Being Better Than Busy tool** is a useful template to reflect on where you're currently spending energy at work.