### Play #39 Exercise: Creating a Total Life Plan

Use the guidelines in this Play to create your Total Life Plan (TLP).

1. Sit down with your spouse or significant other and discuss your business and personal goals for the next 12 – 36 months. Be as specific as possible. Write them down, and make sure you have agreement and commitment from both of you on every item.

[Enter your business and personal goals here.]

1. Create a single calendar with all business and family activities on it. Start with the highest priority items and those that can be scheduled far in advance, such as:

* Birthdays and holidays
* Vacations
* Regular work hours (home and office)
* Workout time
* Family time
* Kids’ activities
* Spiritual growth
* Business travel

1. Stick to the calendar. Do this for a month to ensure it becomes habit, then commit to continuing it thereafter.
2. As changes need to be made to the plan and calendar, make certain the changes are communicated to everyone and that all important categories in your life are accounted for and in proper balance.
3. Periodically, and as circumstances dictate, review and update your goals.