

Understand your Energy quiz

Longer days at work are unhelpful because time is a limited resource. But personal energy is renewable. By fostering deceptively simple rituals that help replenish your energy, you can build physical, emotional, and mental resilience. These rituals include taking regular brief breaks, reducing interruptions, and spending more time on activities that you do best and enjoy most.

To help you check if you are heading for an energy crisis, take a look at the following set of statements. Check each one that describes you.

Body

	I don't regularly get at least seven to eight hours of sleep, and I often wake up feeling tired.
	I frequently skip breakfast, or I settle for something that isn't nutritious.
	I don't work out enough (cardiovascular activity three times a week and strength training at least once a week).
	I don't take regular breaks during the day to truly renew and recharge, or I often eat lunch at my desk, if I eat it at all.

Emotions

	I frequently find myself feeling irritable, impatient, or anxious at work, especially when work is demanding.
	I don't have enough time with my family and loved ones, and when I'm with them, I'm not always really with them.
	I have too little time for the activities that I most deeply enjoy.
	I don't stop frequently enough to express my appreciation to others or to savour my accomplishments and blessings.

Mind

	I have difficulty focusing on one thing at a time, and am easily distracted during the day, especially by emails.
	I spend much of my day reacting to immediate crises and demands rather than focusing on activities with longer-term value and high leverage.
	I don't take enough time for reflection, strategising, and creative thinking.
	I work in the evenings or on weekends, and I almost never take an email-free holiday.

Spirit

	I don't spend enough time at work doing what I do best and enjoy most.
	There are significant gaps between what I say is most important to me in my life and how I actually allocate my time and energy.
	My decisions at work are more often influenced by external demands than by a strong, clear sense of my own purpose.
	I don't invest enough time and energy in making a positive difference to others or to the world.

How is your overall energy?

Total number of statements checked:

Guide to overall score	Guide to category scores
0–3: Excellent energy management skills 4–6: Reasonable energy management skills 7–10: Significant energy management deficits 11–16: An energy management crisis	0: Excellent energy management skills 1: Strong energy management skills 2: Significant deficits 3: Poor energy management skills 4: A full-fledged energy crisis

Suggestions for personal action

<p>PHYSICAL ENERGY</p> <ul style="list-style-type: none"> ▪ Begin your day with movement ▪ Alternate your working posture with a standing / sitting desk ▪ Enhance your sleep by setting an earlier bedtime and reducing alcohol use. ▪ Reduce stress by engaging in cardiovascular activity at least three times a week and strength training at least once. ▪ Eat regular, small portion meals with a mix of protein, greens, and complex carbs. ▪ Learn to notice your signs of imminent energy flagging, including restlessness, yawning, hunger, and difficulty concentrating. ▪ Take brief breaks, away from your desk, at 90- to 120-minute intervals throughout the day. ▪ Check out the book: Eat, Move, Sleep – Tom Rath 	<p>EMOTIONAL ENERGY</p> <ul style="list-style-type: none"> ▪ Learn to recognise your stress triggers ▪ Support separation and support for challenging emotions with slow deep abdominal breathing. ▪ Create regular pauses in your day to reduce emotional build up for the end of the day. ▪ Fuel positive emotions in yourself with gratitude practices. ▪ Fuel positive emotions in your relationships by regularly expressing appreciation. ▪ Create space to reflect on upsetting situations and considering different perspectives before acting. ▪ Check out the book: Emotional Agility – Susan David
<p>MENTAL ENERGY</p> <ul style="list-style-type: none"> ▪ Begin your day with an intention as to how you would like to be for yourself and show up for others. ▪ Create uninterrupted blocks of time for doing deep work. ▪ Respond to voice mails and emails at designated times during the day. ▪ Create a wind down ritual to create a separation between work time and personal time ▪ Boost your clarity, focus and concentration by developing a mindfulness practice. 	<p>SPIRITUAL ENERGY</p> <ul style="list-style-type: none"> ▪ Identify your core values and incorporate them in how you live your day. ▪ Identify the meaning or purpose that your work contributes to the greater good ▪ Identify your strengths and apply them to your work— the tasks and activities where you experience feelings of effectiveness, effortless absorption, and fulfillment. Find ways to do more of these. ▪ Allocate time and energy to what you consider most important. ▪ Allocate time to passion and creative projects.