Title of Exercise: Identifying Personal Triggers
Target: Open to any age group

Purpose and Background:
This series of exercises is a preliminary session for all level 27 programs. The mission is to help the client identify personal triggers in hopes of enhancing productivity. During this exercise participants will gain an understanding of the importance of being aware of their time & physical surroundings. The client will also learn how music and word play could impact their overall daily process.

NOTE: This exercise will serve as the foundation for the rest of the program.

Objectives:
- To assist client in identifying personal triggers
- To develop a productivity log and chart
- To help client reclaim ownership of their time
- To assist individuals in becoming more self-aware

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Identifying Personal Triggers

Directions:
1. Complete the preliminary questions before moving on to the exercise.

Preliminary Question:

1. Do you work better in the morning, evening, or night?

2. Do you have a specific location you love to be in when you create?

3. Do you get distracted easily when you work in locations like a restaurant?

4. Do you like to work alone? Or do you work well in a group setting?

5. Is music a huge part of your process?

6. What sparks your creative juices?

Creativity Flow Chart

This creativity chart is meant to help you become discipline in conceptualizing ideas and recording them. The daily activity will help you stay mentally stimulated and could help you unlock new waves of inspiration.

Directions:
1. Everyday conceptualize new ideas then record them on this chart! Doing this daily will sharpen your mental skills and renew the use of your imagination.
2. Add as many detailed as possible throughout this process.
3. Utilize exercise 1: Time Slot to complete this activity.

1.)
2.)
3.)
4.)
5.)
6.)
7.)
8.)
Record your ideas daily! Go CREATE & Be GREAT!

Exercise 1: TIME SLOT

Being extremely self-aware is the key to being able to perform at your optimal performance level. The first exercise is totally focused on TIME & ATMOSPHERE! There are four time slots below that you'll need to explore this week. The mission is to identify the time slot that flow that fits your NATURAL FLOW! Flow is basically the moment in the day when your creativity and thoughts flow freely and fluidly. Throughout this exercise you'll be completing the creativity flow chart above.

Directions:

1. **Step 1:** choose a time slot below to dedicate to creating your daily creativity flow chart. Your goal is to sit down and write down 8 new detailed ideas within that time slot.
2. **Step 2:** Be sure to change your location or atmosphere throughout the week. Test out a location that forces you to be around people vs. a location that allows you to be alone. (Example: home office, park, work, restaurant, etc.)
3. **Step 3:** Once you complete your creative flow chart for the day please record your thoughts (Sample questions are below).

TIME SLOTS

EARLY BIRD (5:00 AM-10:00 AM)	GRIND TIME (11:00 AM- 5:00 PM)	CRUNCH TIME (6:00 PM-10:00 PM)	11TH HOUR (11:00 PM- 4:00 AM)

Sample Questions

1. Which time slot allowed your thoughts to flow freely? Where you productive?

2. What location allowed you to be the most productive?

3. Describe the atmosphere that put your mind at ease:

(Did you play music? Were you inside or outside? Were you alone?)

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-
-

Music That Motivates Exercise

Music is the one thing that is UNIVERSAL! It has the power to force you to access an emotion in less than a minute. It also has the power to change your entire mood in a matter of seconds. Music is a great tool to calm you down and get you back on track. This exercise will allow you to test out different genres of music and the impact they have on you individually. The goal of this exercise is to discover the music that truly motivates you!

Directions:
1. **Step 1:** Listen to all different genres of music throughout the day then record the top three songs/genres and the emotion it produced. **(Country, Classical, Hip Hop, R&B, Blues, etc.)**
2. **Step 2:** Once you complete your music chart please reflect & record your thoughts. **(Sample questions are below).**

Song 1:

Emotion:

Song 2

Emotion:

Song 3:

Emotion:

Sample Questions

Which genre of music allowed your thoughts to flow freely?

What location allowed you to be the most productive?

Did the music help your productivity? Y or N (circle one)

Describe the way the music made you feel: **(Did you play music? Were you inside or outside? Were you alone?)**
-
-
-
-

Did the music change your mood? Y or N (circle one)

BONUS:
1. Listen to three different songs then record the emotion you instantly felt on the chart.
2. Listen to the songs again and read the lyrics as you listen. Then record your emotional response.
3. Three topics for the songs:
➢ Choose a song that has victory in the lyrics
➢ Choose a song that is about social justice
➢ Choose a song that is about grinding or hustling

Song 1:

Emotion:

Lyric Response:

Song 2

Emotion:

Lyric Response:

Song 3:

Emotion:

Lyric Response:

Trigger Productivity Log

Identifying your triggers allows you to be able to manipulate your schedule and maximize your productivity. This portion of the activity allows you to record what you've learned about your personal triggers throughout the previous exercises. Follow the directions below.

Directions:
1. Record the triggers you were able to identify from each exercise.

Triggers
- Time Slot:
- Genre of Music:
- Extra Info:

Location Triggers
- Group vs. Solo:
- Indoors vs. Outdoors:
- Most Productive Atmosphere:

Additional Notes:

MAKE A DAILY SCHEDULE

Make a schedule for the day based on the information you learned about your personal triggers. Then record how your day went.

Time	
8:00 AM	
9:00 AM	
10:00 AM	
11:00 AM	
12:00 PM	
1:00 PM	
2:00 PM	
3:00 PM	
4:00 PM	
5:00 PM	
6:00PM	
7:00 PM	
8:00 PM	
9:00 PM	
10:00 PM	
11:00 PM	
12:00 AM	
1:00 AM	
2:00 AM	
3:00 AM	
4:00 AM	
5:00 AM	
6:00 AM 7:00 AM	

Weekly Hour Log

In order to achieve goals time must be dedicated to the process. This weekly hour log will help you keep track of how much time you are truly dedicating to developing your goals. This system allows you to earn leisure time based on your weekly hour log.

Point System:
4 Hours of work = 1 leisure hours
2 Hours of reading = 1 leisure hour
2 Hours of research = 30 leisure minutes

Note: If you didn't earn your leisure hours you utilized then you'll have to make up the work hours to cover the leisure hours.

Project	Time In	Time Out	Leisure Hours Earned