

Plan for Success

This worksheet is designed to give you clarity on what may be holding you back, so you can move forward with confidence.

Focus Your Mindset

Section 1: What's Working in Your Space? Take a moment to reflect on what is going well in your space. What areas do you feel good about? Where are you able to function with ease? These can include systems you've created, organizational tools that help, or even just parts of your home where you feel a sense of calm or order.

What areas of your space feel organized or functioning well? Example: "My office desk is clear, and I can easily find what I need."

What systems or tools are supporting you? Example: "My calendar system helps me keep track of appointments."

How does your space make you feel in these areas? Example: "When I sit at my desk, I feel productive and focused."

Section 2: What's Not Working in Your Space? Now, let's identify the areas that need attention. What feels chaotic or frustrating? Where do you feel overwhelmed, or where do things tend to pile up?

What areas or activities feel disorganized or cluttered? Example: "My craft supplies are scattered all over the house."

What items or systems are causing stress or frustration? Example: "I often forget where I put my keys or phone."

How does your space make you feel in these areas? Example: "When I walk into the kitchen, it feels cluttered, and I feel anxious."

Section 3: What Perspectives Are Holding You Back? Sometimes our perspectives or beliefs can keep us stuck in patterns. What thoughts or mindsets are preventing you from achieving the vision you want for your space?

What limiting beliefs or perspectives do you have about your space?
Example: "I have too many things to even start organizing, so it feels impossible."

What old habits or mindsets are keeping you from taking action?
Example: "I feel guilty about letting go of certain items, even though I don't use them."

Are there any fears or anxieties holding you back from moving forward? Example: "I'm afraid that I'll get rid of something I'll need later."

Section 4: What Is Possible? This is your opportunity to dream big! Consider all the possibilities for your space.

If you could wave a magic wand, what would your space look like?
Example: "My living room would have functional and visually appealing spaces that make me feel excited to invite guests over."

What small steps can you take to move closer to your ideal space?
Example: "I can start by sorting through my items and donating things I no longer use."

What would it feel like to have that ideal space? Example: "I would feel calmer with more time to focus on what matters."

Section 5: Next Steps. Based on your reflections, what immediate actions can you take to start aligning your space with your bigger goals? What is one small step you can take today to get started? What challenges might arise as you move forward? How will you address those challenges? What support, resources, or tactics will you need to help you succeed?