

SERVE & SURPRISE

KNOW YOUR PURPOSE

Productivity is effectively stewarding your gifts, talents, time, energy, and enthusiasm for the good of others and the glory of God.

WEEKLY PLANNING

Serve: What *must* I do this week? What are the things I must do in the week ahead to serve faithfully in each of my areas of responsibility?

Surprise: What *can* I do this week? What can I do to better serve others in each of my areas of responsibility? What can I do to excel in each of the responsibilities God has given me?

AREA OF RESPONSIBILITY	THIS WEEK'S TASKS
Personal	<ul style="list-style-type: none">• Serve: I need to:• Surprise: I get to:
Family	<ul style="list-style-type: none">• Serve: I need to:• Surprise: I get to:
_____	<ul style="list-style-type: none">• Serve: I need to:• Surprise: I get to:
_____	<ul style="list-style-type: none">• Serve: I need to:• Surprise: I get to:
_____	<ul style="list-style-type: none">• Serve: I need to:• Surprise: I get to:
_____	<ul style="list-style-type: none">• Serve: I need to:• Surprise: I get to:

Input each of these tasks into your task management software or add them to your calendar.

Visit www.challies.com/DoMoreBetter for more productivity tips and tools.

