Date:	

## **Energy Audit – Awareness and Action**

Traci Grant and Gretchen Spreitzer

What is energy? Think of energy as the amount of vigor, vitality or zest you have, or your quantity of "get up and go." The goal of this energy audit is to increase your awareness of your changing energy levels throughout the day and to offer insights on how to regulate your energy.

This audit should be done for at least two weekdays. Please choose days that represent your usual sleep pattern and daily schedule.

Track your energy level each hour, starting with when you wake up. Make a note of any specific factors that might be relevant to your energy in the column to the right. For example, if you wake up at 8:00 a.m., and your energy is low, write "woke up." If, at 8:30 a.m., you eat your breakfast and your energy spikes up, write "ate breakfast."

It may be difficult to mark your energy every hour. You can set a cell phone alarm or set up email reminders. If you do miss a time, write down the time and mark your energy as soon as you remember. Then, try to get back on track. For example, if you remember at 11:30 a.m., but were supposed to log at 11, write in 11:30 a.m. with a corresponding energy level. Then also log your energy at 12 noon to get back on track.

Please use the following scale to audit your energy each hour:

- 1-2: Very Low
- 3-4: Low
- 5: Neutral
- 6: Moderate
- 7-8: High
- 9-10: Very High

Please bring your completed audits to class for discussion and to be turned in.

TIME	ENERGY LEVEL	WHAT YOU WERE DOING?

## **Energy Audit Worksheet**

Plot y Hours	our en slept	nergy previ	levels ous ni	on th	e follo	owing	g grapl	h so y	ou ca –	n trac	k you	r ener	gy ac	ross tl	ne cou	irse of	f the c	lay.					
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When was your energy the highest? What were you doing at those times?

When was your energy the lowest? What were you doing at those times?

What new insights do you have about how to better manage your energy?

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