



Personal Energy Audit Worksheet

Use this worksheet to reflect on what energizes you and what drains you. This tool is especially useful if you're experiencing burnout or just want to optimize your daily routine.

1. What Energizes You?

List the people, tasks, or activities that give you energy during the day:

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2. What Drains Your Energy?

List the people, tasks, or situations that leave you feeling exhausted or depleted:

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3. Typical Day Reflection

Briefly outline your typical workday. Note how each activity makes you feel.

Time Block	Activity	Energy Level (High/Medium/Low)
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4. What Changes Could You Make?

Based on the above, list a few small shifts you could make to increase energy or reduce drains:

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5. Weekly Energy Check-In

Set aside 10 minutes each week to answer the following:

- What gave me the most energy this week?
- What drained me the most?
- What will I change for next week?