

Worksheet

The Edge Team Training

Module 3 – Session 1

Step 1: The 60-Second Visualization

Picture the outcome.

EXERCISE 1.

Think of a project you have been avoiding (personally or professionally). Choose carefully as this project is used in the other exercises too.

- Personal: Clean the garage
- Business: Organize your google drive
- Office: Reorganize for better zoom calls.
- Innovation: Launch a new thing in the business

EXERCISE 2.

How would you implement a “Done for the Day List”?

- If you do everything on this “Done for the Day” list would you feel satisfied?
- Would it work for you to circle items in the “To Do List” in your CUE book as your “Done for the Day” plan?

STEP 2: The First Obvious Action

Power start your project

EXERCISE 3.

- Decide what the first obvious action is for the Project in Exercise 1.
- Countdown from 5: 5-4-3-2-1-GO – start that action
- DO NOT: Think about the whole project like “Spring clean the whole house”
- DO: “Discard something right now”

STEP 3: Microbursts – 10 mins

Get momentum in your project.

- 10 mins of focused activity can have an immediate effect on kick-starting a project
- Neuroscience has shown that “now” only lasts 2.5s.
- You break the switching costs
- It builds focused momentum that can carry you into

EXERCISE 4.

- Practice a microburst of 10 mins without stopping as a way to create momentum in your project.
- How can you apply this to the project in Exercise 1.