



# Values-Based Scheduling

Aligning Time with Core Beliefs to Achieve Harmony

Align Your Time • Reduce Overwhelm • Restore Balance

## Why This Matters

When your time doesn't match your values, you may feel:

- Exhausted
- Overwhelmed
- Unfulfilled

Aligning your schedule with your values helps you feel more balanced and intentional.

## Identify Your Core Values

What truly matters to you?

- Health
- Family / Relationships
- Personal growth
- Rest & recovery
- Work / achievement
- Creativity / hobbies
- Fun / enjoyment
- Other: \_\_\_\_\_

My top 3 values:

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## Current Schedule Reality

How do you currently spend most of your time?

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## Alignment Check

Does your current schedule reflect your values?

- Yes
- Somewhat
- Not really

Where is the biggest mismatch?

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## Energy Awareness

- Which activities drain your energy?

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- Which activities support or recharge you?

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## Shift Your Priorities

- What can you reduce, remove, or limit?

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- What would you like to make more time for?

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## Values-Based Weekly Plan

Plan your week with your values in mind:

- **Must Do (Responsibilities):**
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- **Should Do (Flexible Tasks):**
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- **Value-Based Time (What Matters Most):**
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## **Protect Your Time**

- **What boundary will help you stay aligned?**
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## **Reflection**

- **How would your life feel if your schedule matched your values?**
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- **What is one small change you can start this week?**
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You don't just need better time management—you need alignment. Build a life that reflects what truly matters to you.

***“Schedule what matters, not just what’s urgent.”***