

Toolkit: Personal Energy Audit Checklist

Use this checklist to assess the main energy inflows and outflows in your work and life generally: rate each item from 0 (unimportant) to 10 (very important). Use the third column to highlight priorities for further review.



	Energy Inflow	Energy Outflow	Review Priority
PHYSICAL			
Everyday activities (e.g. work, commuting, housework)			
Diet: "healthy", sustaining food/drink "unhealthy" food/drink			
Breathing (deeper, relaxed is energizing)			
Exercise			
Relaxation			
Time in nature			
Indulgences (alcohol, smoking etc)			
Other:			
SUBTOTAL			
	Energy Inflow	Energy Outflow	Review Priority
EMOTIONAL			
Self-appreciation or put-down: supporting or blaming yourself			
Appreciation or negativity from family and friends			
The emotional rewards or pressures of your job content and work organisation			
Support, challenges from your local community, neighbours, etc.			
How do you respond to unexpected changes? Are they typically a stimulus or a stress for you?			
Emotional support/demands from any groups you are part of			
The emotional rewards or demands of your leisure time/hobbies			
Other:			
SUBTOTAL			

	Energy Inflow	Energy Outflow	Review Priority
MENTAL			
Does your work and lifestyle give you mental stimulus or exhaustion?			
Do your family, friends, time with groups give you mental stimulus or exhaustion?			
Does the team/organisation you work in give you mental stimulus or depletion?			
Is your habitual way of thinking positive and creative, or do you tend to worry and fret and focus on the negatives?			
Do you use both logical and intuitive skills and integrate them?			
Do uncertainty and conflicting data stimulate or dissipate your mental energy?			
Do you have leisure activities that give you mental energy or depletion?			
Other:			
SUBTOTAL			
	Energy Inflow	Energy Outflow	Review Priority
INSPIRATIONAL			
Do you have a sense of purpose and inspiration in your life generally?			
Do you have a mentor, friend or teacher, or colleague who is a role model for you in connecting with inspirational energy?			
When life or work gets exhausting, can you re-energize yourself by remembering the point of it all?			
Does your view of the world and future outlook depress or uplift you?			
In your free time, do you choose any activities that inspire you (eg through nature, music, meditation), or do you choose distractions or compensations for stress and fatigue?			
Do you get inspiration from contact with Nature?			
Other:			
SUBTOTAL			
GRAND TOTAL			