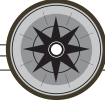


# THE TOOLS

HELPING YOU NAVIGATE THROUGH LIFE

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## **Tool #1—Your View from the Rocking Chair**

At the end of my life, my spouse will say . . .

At the end of my life, my children will say . . .

At the end of my life, my friends will say . . .

At the end of my life, my God will say . . .

**Tool #2—Your What Matters Most Calendar**

The priority appointments to invest in my non-negotiables.

*Morning*

MONDAY	TUESDAY	WEDNESDAY

*Afternoon*

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*Evening*

--	--	--

## THE TOOLS

TEACH US TO NUMBER OUR DAYS,  
THAT WE MAY GAIN A HEART OF WISDOM.

Psalm 90:12

[illegible]

## **Tool #3—Your Tech and Attention Game Plan**

### **Considerations for an Individual Tech and Attention Game Plan**

**Goal:** *What is my goal? Why is this important to me?*

1. What will I look at first when I wake up in the morning? Do I want a morning routine that limits my phone use? Will my phone have a bed-time each day? Do I want to end my day on my phone?
2. Will my phone be with me all the time or have another “home base” when I’m at home?
3. How will I use my technology when I am driving?
4. Will I take calls/answer messages in the middle of a conversation?
5. Will I be always available on my phone or have some “off-time”?
6. Do I want to protect what I look at online with a filter/software? Do I want a trusted friend to provide healthy accountability on my phone use?
7. Do I want time limits on any apps or my total phone time?
8. Will my phone use be the same each day of the week (considering a day/period of rest each week)?
9. How often will I do an honest evaluation of the place of tech in my life?

## Sample Family Tech and Attention Game Plan

**Goal:** *We aim to manage our technology instead of “being managed.” We intend to be disciplined with technology so it is a gift and not a thief. We will update this plan annually and when we see a chance to improve it.*

1. We will aim our attention carefully and recognize it is one of the greatest gifts we can give. We will prioritize focusing our attention on those in our presence over those at a distance.
2. Our phones and computers will all have a “home.” When not specifically in use, they should be in that home. While in our house, we will not carry our phones around with us unless it is an exceptional situation.
3. Our tech items will be carefully managed! We will use them:
  - a. NOT while you are engaged in communicating with others.
  - b. NOT in our bedrooms. Tech items will only be used in common areas.
  - c. NOT during “class” periods, except when required by your teacher.
  - d. NOT when driving—except for talking on the phone.
  - e. WITH the minimum possible use of notifications for all apps.
4. We will use old school alarm clocks and normally not touch our phones for the first 30 minutes of the day. We will plan to set aside all technology between 6 to 9 pm unless we are using it for a family activity.
5. Everyone will, AT ALL TIMES, expect and welcome Dad and Mom to full and open access to all emails, texts, pictures, etc. Hiding content or secret conversations is prohibited and will result in confiscation of the device.
6. We will not touch another person’s tech items without permission. We will not play games, browse picture libraries, or surf the internet on another person’s computer or phone without parental permission.
7. To protect all of us, we will use protective software at all times and let Dad know immediately if there are any problems with that software. (Bark / Net-nanny / Accountable2You)
8. Failure to live by this game plan will result in healthy consequences.

Name \_\_\_\_\_

Dad

Mom

Child A

Child B

Child C

Signature \_\_\_\_\_

## Your Tech and Attention Game Plan

**Goal:**

**Specific Points:**

1.

2.

3.

4.

5.

6.

7.

Name

Signature

## **Tool #4—Your Priority Pentagon**

*(Reference step 6 in chapter 8)*

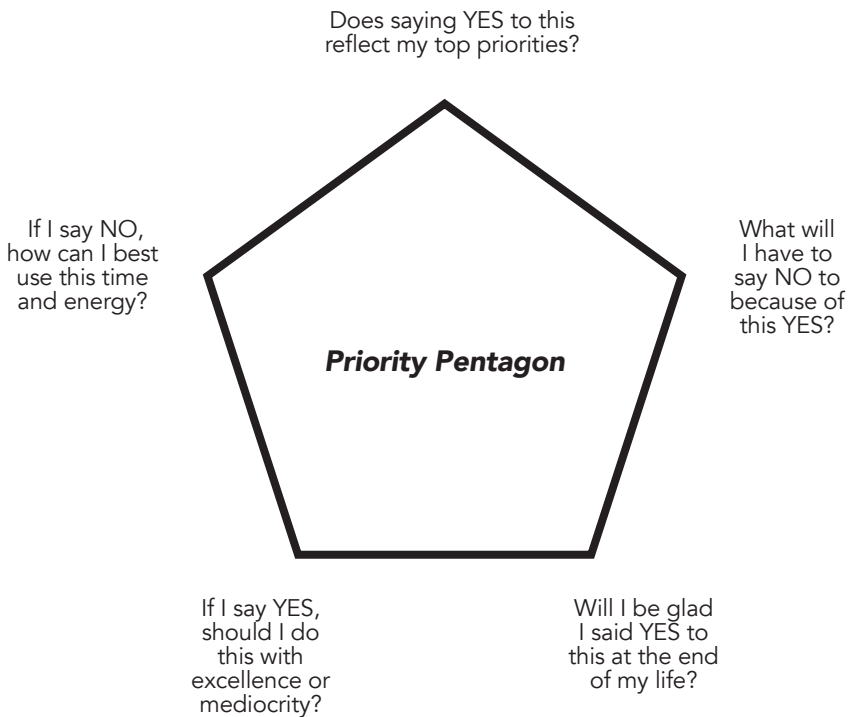
*Here are some questions you might find helpful in vetting invitations, requests, opportunities, and expectations.*

- *Does saying YES to this reflect my top priorities?*
- *What would this activity actually cost us?*
- *Why are we doing this?*
- *Would saying YES to this force me/us to sacrifice one of our/my non-negotiables?*
- *Would saying YES to this fragment our marriage/family or bring us together?*
- *What will I have to say NO to because of this YES?*
- *Am I answering this out of FOMO or JOMO?*
- *Will I be glad I said YES to this at the end of my life?*
- *If I say YES, should I do this with excellence or mediocrity?*
- *If I say NO, how can we best use this time and energy?*
- *Have I checked with my spouse before saying YES to this?*
- *Does this opportunity/activity line up with the Word of God?*
- *Does this match what God cares about most?*
- *Does this activity/book/movie/song bring us closer to God?*
- *Would doing this lead us more toward the American Dream or the Kingdom of God?*
- *Would I say YES to this more to please people or God?*



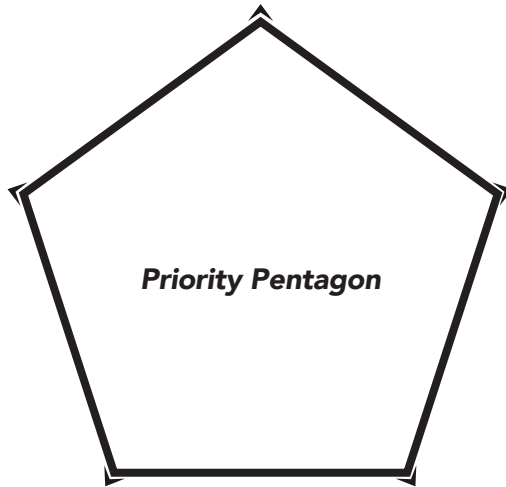
## Sample Priority Pentagon

Five questions to help you vet new opportunities in light of what matters most.



## **Your Priority Pentagon**

Five questions to help you vet new opportunities in light of what matters most.



## Tool #5—Your Compass Check

### Compass Check Worksheet

Brainstorming questions to help you stay on course.

*Example: In the last week, have we been experiencing busy or full?*



## **Compass Check Questions Others Have Found Valuable**

- In the last week, have I/we been experiencing busy or full?
- Are sports, kids' activities, or screens causing us to drift off course?
- Am I living fully present with God and others or distracted and hurried?
- If I replicate the amount of time I spent with my kids last week, what will they say about our relationship when I am in the rocking chair?
- Am I/Are we scheduling the things that matter most before we schedule everything else?
- Have I been giving those I care about most my best or my leftovers?
- How consistently did I "show up" last week for the appointments on my What Matters Most calendar?
- Am I nourishing my spouse with:
  - one-on-one time?
  - affectionate touch?
  - dates/getaways?
  - prayer?
- In the last week, have we been aiming for good kids or godly kids?
- How is our "oneness" as a couple?
- Are we consistently taking the steps to be our children's primary teachers about God and His Word?
- In the last week, have I/we played, laughed, and learned about God with my/our kids?

## Valuable Questions Continued . . .

- Am I using my priority pentagon regularly for new invitations and requests?
- Have I been using my tongue to bring life or death in my key relationships?
- In the last week, have I been focused more on inputs or outcomes with my children?
- In the last week, have we been aiming for the American Dream or the Kingdom of God?
- In the last week, have we been focused on the hurting, the lost, and the poor?
- Are we keeping our YES “under glass” when we face new invitations and opportunities?
- If I look at our calendar and checkbook, what have we been seeking first?
- Am I maintaining life-giving boundaries on technology:
  - at home?
  - in the car?
  - at work?
- Am I living at the right pace and directing my attention thoughtfully each moment?
- Am I asking excellent questions in my time with my closest people?
- Is there anything that is pulling me off course right now? How am I combatting this?

## **Your Compass Check – Version 1.0**

Five to seven questions you will answer weekly to help you stay on course



### My Tools for the Journey Ahead

THE TOOLS	WHAT IT IS	HOW OFTEN TO USE IT
<b>View From The Rocking Chair</b>	Personal, actionable vision for the future	Daily
<b>What Matters Most Calendar</b>	Weekly calendar of appointments for the most important things	Weekly
<b>Tech &amp; Attention Game Plan</b>	Your plan to put technology in its place and carefully direct your attention	As needed
<b>Priority Pentagon</b>	Your tool to help you make decisions you will not regret	As needed
<b>Compass Check</b>	Your tool to help you see if you are on course or drifting off course	Weekly

Just as software, training courses, and technical checklists require regular updates, these tools will need the same. After your first 30 days of using these tools, do a short review of each one. Make sure the questions and statements are relevant, effective, and sufficient. After that, make changes on an as-needed basis anytime you can enhance one of the tools. Lastly, I'd advise an annual review and update for each of these valuable instruments around New Year's or the beginning of your school year.