



Business Got You Bummed? Do A Stress Dump!

Small business owners and entrepreneurs are a special breed of individual. We strike out on a journey to bring our passions to the public. We have answers to needs people didn't even realize they had. Yet, as skilled as we are at bringing our ideas to life, we are not always prepared for all that comes with running a business.

Fortunately, we are a resourceful bunch. We seek out guidance from peers and mentors, read business books for pleasure, and we sign up for enough webinars on a yearly basis to qualify for a degree in online learning. Still, we sometimes struggle with the day-to-day operations.

“Never worry alone. Get the facts. Make a plan.”

- Dr. Edward Hollowell, CrazyBusy: Overstretched, Overbooked, and About to Snap! Strategies for Handling Your Fast- Paced Life

1. What Are Your Non-Financial Priorities (personal motivators and things you take pride in)?

- Doing what I love and I'm passionate about
- Sharing my skills, knowledge and products with people who appreciate them
- Making a difference
- Flexibility
- Relationships with family and friends
- Relationships with customers and other professionals
- My business / professional reputation
- Community involvement
- Recognition
- Other

2. What Are Your Financial Priorities (what is your financial end-game)?

- Money, money, money (and more money)!
- Financial security.
- Enough to pay personal / business bills and live comfortably
- Fun money (travel, activities, shopping)
- Any money would be good. I'm in recovery mode from a layoff, divorce, etc.
- To generate a second source of income for me
- Retirement income
- I'm not in it for the money. I'm in it to do what I love.

3. My Business Strengths Include (I need to focus on these areas of expertise):

4. I Struggle with the Following Business Related Tasks (problems I need to solve):

5. These Stressors Are Costing Me Time, Money, and My Sanity

- I was okay initially, but now I'm barely keeping my head above water.
- I need to get organized.
- I can't see the forest for the trees...I feel like I'm dropping the ball on something.
- I can't find the time to network / meet new people / make sales calls.
- I have ideas but no time / resources to make them a reality.
- I have no time to even think about developing new products and services.
- There are not enough hours in a day.
- Important things go unaddressed until they become critical.
- I don't have time to learn everything I need to know.
- Someone with the right skill set could be handling things more efficiently, yet I continue to torture myself.
- Mundane tasks are definitely not the best use of my time.
- I'm not interested in being an expert in everything, even if I could find the time.
- Ignoring these tasks isn't working and trying to work around them isn't working either.
- I know I need to tap into a variety of skills and skill levels but I'm not in a position to hire them all.
- I could do so much more, if only....
- I work from home so my hiring options are limited.
- I don't know what I need, I just need help.
- This is not what I bargained for, some days I just want to quit.

6. My Time is Valuable! Regrettably, I Lose ____ Hours and \$_____ in Potential Profit Each Week Doing Task Work.

7. What Options Have You Considered?

- Continue doing it all myself.
- Hire a full- or part-time employee.
- Bring in a temporary employee, as needed.
- Hire a consultant or virtual assistant.
- Still researching my options.
- Throwing in the towel.