

HAPPINESS AUDIT ☺

The **HAPPINESS AUDIT** is a diagnostic assessment. Taking it will increase your awareness of the personal practices and beliefs that impact living a happy life—and how well you are living those today.

There is no “right” score; there is only where YOU are, right now. If you work to balance your scores in all areas or strengthen the scores in any one area, you will experience more positive emotions and increased resilience in your life. You may even find that your impact on others grows more positive.

Instructions

1. Select any category to begin: *Self-care, Authenticity, Emotional Well-being, Power to Choose, Intentional Actions, Relationships, Goals and Purpose, Problems and Tolerations, Environments, and Job and Career*
2. Check the box preceding each statement that is true for you.
3. **Be rigorous; be a hard grader.** DO NOT check a box until the statement is virtually ALWAYS true for you. (No "credit" until it is really true!)
4. In the chart to the right of each category, record the number of checkmarks for that category by coloring in the blocks.
6. Carry your scores to the wheel on page 7. The goal is, first, to **achieve balance**. Then you can work to fill the entire chart in each category. In the meantime, you will have a current picture of how you are doing in each area.
7. Keep notes on the actions you will take in each area. **Putting your goal in writing** will dramatically increase the probability that you will achieve it!
8. **Let your awareness work for you.** Over the next year, take the assessment several more times and update the charts accordingly. Your scores will likely increase naturally. This is because you've begun to think more about these items, just by scoring yourself once.
9. **Keep reviewing until all the boxes are filled in.** You can do it! This process may take 30 days or 30 months, yet you **can** achieve success! Use your coach or a friend to assist you. And check back occasionally for maintenance.
10. **You CAN increase your level of Happiness!** When you shift your thoughts and actions in an intentional way, you will strengthen your “positive emotion muscles” and notice/create more good in your life.

Support

If you wish to accelerate your process, why not work with a coach who has been trained to support your growth and development?

This **HAPPINESS AUDIT** is brought to you by



who wants you to remember that *Happiness is a decision, not an event!*

Visit www.TheExecutiveHappinessCoach.com to find this tool and others to help you grow.

SELF-CARE

- I know what feeds my soul/renews me, and I make time to enjoy that on a regular basis.
- I take good care of myself and don't rely on others to take care of me.
- I get enough sleep at night.
- I exercise regularly and I recognize the energy I gain from it.
- I eat foods that are good for me and I am generally satisfied with my healthy eating choices.
- I make time to have fun in my life.
- I have clearly defined personal core values *(extra point if these are written, and reviewed regularly)*.
- I honor my values; I do not say that one thing is important to me but then behave differently.
- My personal sense of worth is based on who I *am*, not on what I *have* (or do not have).
- I am resilient; when I get knocked down, I know how to get back up, shake off, and try again.

PROGRESS CHART

Date	1	2	3	4	5	6	7	8	9	10

NOTES/GOALS: _____

AUTHENTICITY

- I experience and express my feelings without fear or shame; I rarely hold them inside.
- I am able to identify the source(s) of my feelings.
- Right now I am the happiest I have been in my life thus far.
- I am proud of my heritage and ethnic identity.
- I understand my flaws and weaknesses and accept them; I forgive myself for not being perfect.
- I enjoy being the age I am right now.
- I accept myself unconditionally; I'm happy with me.
- I have a strong moral compass; I am not living any lies.
- I am honest with others and myself.
- I say what needs to be said, even when it feels uncomfortable to do so.

PROGRESS CHART

Date	1	2	3	4	5	6	7	8	9	10

NOTES/GOALS: _____

EMOTIONAL WELL-BEING

- I believe that good eventually wins over evil.
- I don't worry about conforming to other people's expectations about how someone my age or gender should behave.
- I do not live in anger, fear, sadness, or suspicion.
- I hold strong spiritual beliefs; I have faith.
- I rarely feel overwhelmed; when I do I know what to do to get out of that feeling.
- I know how to express my anger appropriately so that I feel heard, yet others do not feel hurt.
- My happiness is independent of my financial status.
- I am comfortable with my own mortality.
- I focus more on what's right in my life versus what's wrong.
- I enjoy healthy competition (I don't need to win).

PROGRESS CHART

Date	1	2	3	4	5	6	7	8	9	10

NOTES/GOALS: _____

POWER TO CHOOSE

- I realize that every day I have the power to choose the mood I live in.
- I choose my actions rather than blaming others for what I do; I am not a victim.
- I typically view events through a positive lens.
- I rarely dwell on past mistakes.
- I know what happiness feels like, and I recognize and enjoy the time I'm in a happy mood.
- I look for – and usually find – happiness and contentment in everyday tasks and events.
- I focus on what I *can* control or influence rather than on what I cannot control.
- When things go wrong I do not beat myself up.
- I believe that I will find what I expect; therefore, I focus on expecting good and positive outcomes.
- I do not accept television's view of the world.

PROGRESS CHART

Date	1	2	3	4	5	6	7	8	9	10

NOTES/GOALS: _____

INTENTIONAL ACTIONS

- I regularly count my blessings.
- I smile often.
- I volunteer my time.
- I laugh often and well. I am not embarrassed by laughter.
- I invest in my future by regularly putting money away for savings and retirement.
- I have forgiven those who have wronged me; their past actions no longer have a hold on me.
- I often take time to savor happy memories.
- In the last week I have shown appreciation to someone who is important to me.
- I do kind things for others as often as I have the chance, i.e. I practice random acts of kindness. *(extra point if I have said or done something kind for someone else in the past 24 hours).*
- I have a practice or action that I know to take when I am feeling “down” that pulls me back up or re-centers me in a positive way.

PROGRESS CHART

Date	1	2	3	4	5	6	7	8	9	10

NOTES/GOALS: _____

RELATIONSHIPS

- I have at least one close personal relationship/friendship in my life.
- I do not compare the number or quality of my personal relationships to those of others.
- I enjoy being with my family; we get along well; and I maintain positive connections with my family, even those who live far away.
- I know how to let go of relationships that drain me.
- I have a strong support network (personal and professional).
- When it comes to my closest personal relationships, I freely communicate my needs and concerns.
- I am a member of at least one group of people – other than my family – whose interests are similar to mine.
- I know my neighbors; I am engaged in my community.
- Even when I disagree with others, I use respectful words, tone, and body language to express my disagreement.
- I “get” that what makes me happy may not work for others.

PROGRESS CHART

Date	1	2	3	4	5	6	7	8	9	10

NOTES/GOALS: _____

GOALS AND PURPOSE

- I believe my life has purpose and meaning.
- I have a strategy for achieving my life goals.
- My life goals are in alignment; they do not conflict with each other or with my values.
- I feel I am important to someone.
- I set realistic goals for myself; they may stretch me yet they are within reach.
- My goals are flexible; if conditions change I allow my goals to change, too.
- I break large goals into "digestible" chunks so that I can notice my progress.
- I don't let others set my goals for me; I compare myself to my own standards, not to other people's.
- I regularly take time to acknowledge and celebrate my accomplishments.
- I keep my promises.

PROGRESS CHART

Date	1	2	3	4	5	6	7	8	9	10

NOTES/GOALS: _____

PROBLEMS AND TOLERATIONS

- When I notice that I am tolerating something in my life, I take action to reduce/eliminate that toleration.
- When I have conflict with another I share it openly, then work together to get through it.
- I think less about the problems of the past and more about the opportunities of the future.
- When I face a challenge, I generally focus on the reasons I will succeed (rather than what could go wrong).
- I focus on fixing the problem rather than finding blame.
- When bad things happen to me, I look for the life lesson in the experience.
- I accept that life often requires a balancing of mutually exclusive priorities.
- I take responsibility for communicating what I want and need.
- When I am uncomfortable with a situation or a change, I find someone to talk it through with.
- I accept that life changes; I am able to let go of old traditions and embrace new ones.

PROGRESS CHART

Date	1	2	3	4	5	6	7	8	9	10

NOTES/GOALS: _____

ENVIRONMENTS

- All the clothes in my closet or bureau fit me and make me feel good when I wear them.
- I do not equate happiness with “stuff.”
- I am computer literate and I know how to use a computer to stay connected to others.
- I enjoy being in my home; my space is comfortable for me.
- I surround myself with smells and sounds (e.g., music) that I enjoy.
- I am satisfied with what I have.
- I have a pet (dog, cat, fish, horse, iguana, etc.).
- I have adventures (at least occasionally).
- I have routines in my life in which I take comfort.
- I have a hobby or pastime that I enjoy.

PROGRESS CHART

Date	1	2	3	4	5	6	7	8	9	10

NOTES/GOALS: _____

JOB AND CAREER

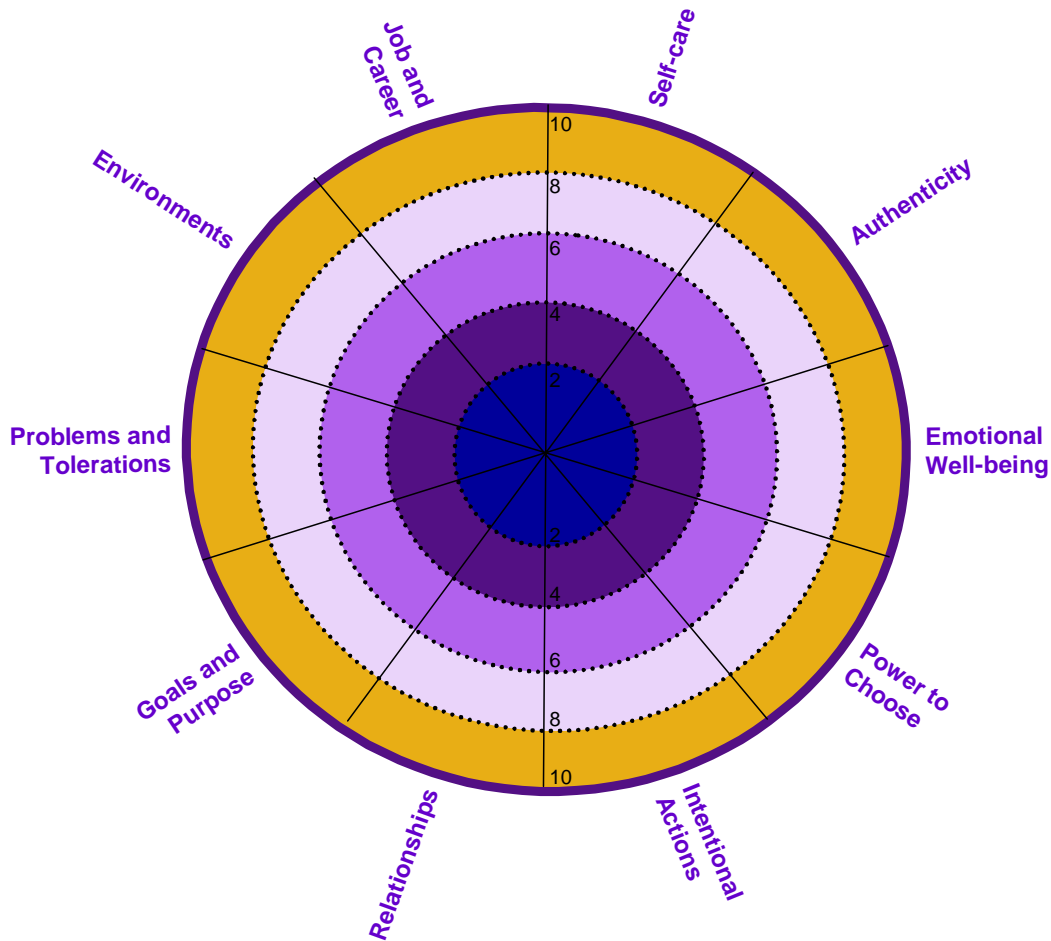
- I consider my work a calling, not a burden; I enjoy what I do to make a living.
- I feel competent at what I do.
- I know what I am good at and I leverage my strengths in what I do.
- My job is not who I *am* – it is simply what I *do*.
- I try to accomplish something every day.
- The job or vocation I work in allows me to do what I do well.
- I finish what I start. I honor my commitments. I care about what I do.
- I never consider someone else’s achievements as evidence I’m doing anything wrong.
- I enjoy learning new things.
- I am an early adopter; when change happens, I try to be “near the front of the line.”

PROGRESS CHART

Date	1	2	3	4	5	6	7	8	9	10

NOTES/GOALS: _____

Happiness Audit ☺ ~ Balance Wheel



You may already know that you want to focus on just one or two areas from this assessment. If that is so, work to refine the goals you set for yourself in that/those areas.

Remember that one goal is, first, to **achieve balance**. Use this Balance Wheel to understand where your investment of time will yield the greatest results.

To use the Balance Wheel:

1. **Bring forward each section score** and plot it on the wheel. **Mark a dot** in each section that corresponds to your score (zero is in the middle, 10 on the outer edge of the wheel).
2. When you **connect the dots**, you will have a current picture of how you are doing across all ten categories.
3. **Where do your “flat spots” occur?** Notice what happens when you make it a priority to bring up your score in that area so your trip through life is not as bumpy!

This *HAPPINESS AUDIT* is brought to you by

The Executive Happiness Coach™

Happiness is a decision, not an event!

Good luck to you!

Jim Smith

Jim@TheExecutiveHappinessCoach.com