WORKSHEET

STEP INTO CEO ENERGY

by Kalika Yap

@kalikayap | www.kalika.com

Let's Get Started!

This worksheet is here to help you shift from overfunctioning to strategic leading.

It's not about doing more—it's about choosing better.

Let's help you clear out what's no longer aligned and make space for growth.

@kalikayap | www.kalika.com

1. What are all the things on your plate right now?

Write them out—big or small.

2. What are you still doing that someone else could handle?

Even if they do it just 80% as well.

3. What's the one business opportunity you're most excited to scale?

Be specific. Why this one?

© Kalika LLC • @kalikayap • kalika.com

4. What's taking up your time but not moving you forward?

Let's identify it so you can begin to release it.

5. What are you choosing to commit to moving forward?

What gets your energy, attention, and care?

Independence doesn't just show up one day—it's built.

With every clear decision, every brave "no," and every system you create to support your future self.

This worksheet is here to help you start with honesty, and move with intention.

> **If you don't prioritize your life, someone else will.**
>
> **— Greg McKeown**