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Getting a Handle on Your Craziiness

Mike Collins

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Getting a Handle on Your Craziiness

“2024 is going to be one of the craziest years any of us have ever experienced.”

There, I said it.

If you don't believe me, just look around. Pick your craziness. Politics. AI. Climate. And, oh yeah, politics.

In his book, **Care for the Soul**, the writer, Thomas Moore, said we often lose our way in life due to all kinds of distractions. He notes that when it happens the situation makes us **crazy**.

Here's my point; there will be so many things to distract us during 2024 that, if you really want to dial back the craziness and accomplish positive things, you're going to need some solid goals and you'll have to stay focused on them.

Here's a way to get started in less than 30 minutes.

First, grab 3 things:

- Your phone (it's right there beside you every second so that's easy)
- A couple of sheets of paper
- A decent pen. The better the pen the more important you'll consider your writings. No kidding, it's a mental thing. Don't do this on your computer.

Set the timer on your phone to 27 minutes and put the phone where you can easily see the time running down. Don't start the timer yet.

On the paper, in the upper left-hand corner, list these questions:

What?
Why?
Who?
When?
Where?
How?
How Much?

These questions are key to *any* plan of *any* type. Whether it's a wedding, business start-up, invasion of North Myrtle Beach (ok, that's just me), or getting more done this year, the seven questions you see form the foundation of getting anything done.

Here's the cool thing about this exercise: You already know at least 80% of what you want to get done in '24. You can get those things down on paper in 20 minutes; the additional 7 minutes is how long it will take you to read the 7 questions and accompanying notes.

You don't need a day of planning to get most of it down, you just need to get it out of your head and on paper. What you are going to do is think and write as fast as you can. This doesn't have to be perfect; the objective is to get as many ideas on paper as quickly as possible.

In fact, the more perfect you try to make it on the first pass the more time you'll burn up which, in this simple exercise, is the opposite of what you want to get done.

Now, as soon as you finish reading this sentence and see the word GO! you're going to take a deep breath (seriously, it will help your brain), start your timer, read each question and accompanying notes, and write as fast as you can.

GO!

What? What are 3 to five things you want to get done this year? Just list. No complete sentences.

Why? Why are you doing what you are doing? Be as blunt as you'd like to be. What is your organization's vision/mission statement? You may want to use the vision/mission statement as a lens through which to decide. Might your "why?", your motivations, change in some areas this year?

Who? Who can help? Who needs to be involved? Who else has ideas? Who do you need as a new friend/colleague? Who do you need to say Goodbye(!) to?

When? This is about time. What impact does time have on your goals? What are the rough deadlines or wishlines? Do other people see time the same way you do? **Check your phone/timer, how much more time do you have?**

Where? Where will all this happen? Is location a key in your plans? Are multiple locations key? Might your "where?" need to change this year?

How? How do you do what you do? What is your process? Can you continue to do things the same way or are changes needed? Resources determine how you do what you do; do you need more/different resources? Who/Where will the resources come from?

How Much? Yes, money is always an issue. However, too seldom do we understand that we can often swap money for time/energy/confidence. And, we can do the reverse, we can use money in place of time/energy/confidence. Do we need to look at new sources of revenue?

DING!!

How did you do? Did you make it through all the questions?

If so, great. If not, don't beat yourself up. Remember, the exercise is simply a starting point.

Start fleshing out some of your answers and looking around for the 20% you didn't come up with.

Now, start using the basic questions to create plans to make those 3-5 really important goals come true.

Have a great '24 and remember, try and keep the crazy factor to a minimum.

About the Author: Mike Collins is president of [The Perfect Workday Company](#), an information company based in the Research Triangle region of North Carolina. He is a speaker, writer and AENC member who focuses on helping organizations move through times of change.

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