

# Middle Way Method

## Weekly Review

- 1 Create/Review/Edit Mission & Vision
- 2 Review Last Week  
What goals were achieved?  
What were the challenges?
- 3 Decide Roles to Act On
- 4 Identify Physical, Spiritual, Mental, Social Goals
- 5 Process Inboxes  
Loose papers Head Calendars Notes Lists Action Items
- 6 Review/Edit/Create Projects

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- 1 Review Calanders
- 2 Prioritize Actions

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