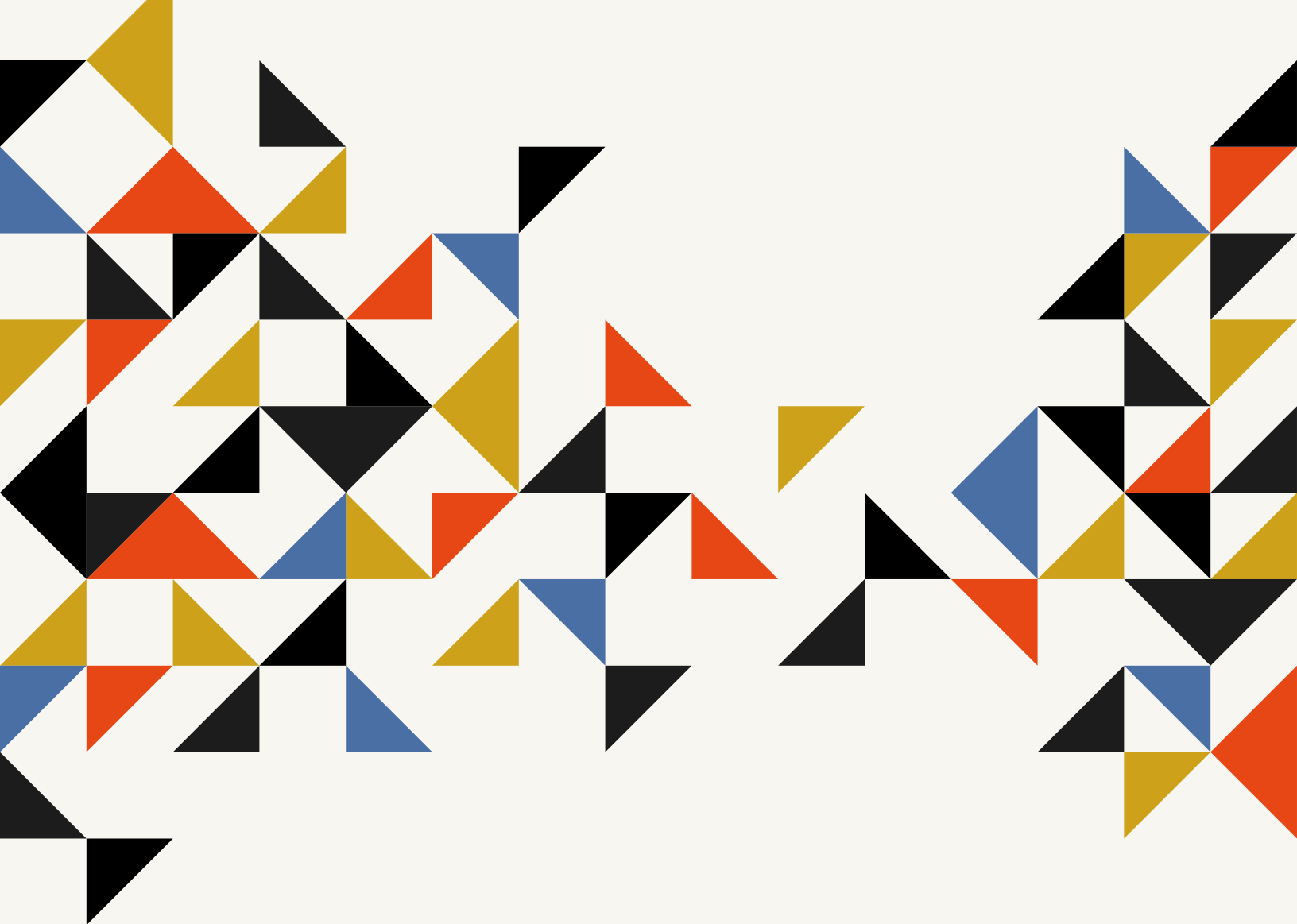




LIFE AUDIT

for Active Introverts

WORKBOOK

a revolutionary tool to keep your goals alive, thriving, and aligned
with what truly matters most to you.



Active
Introvert

A Life Audit



You will only get ahead if you get organized. The first step to organizing your life is to take an inventory of your life—a life audit.

I know, it sounds daunting. But stay with me...

A life audit is a comprehensive, reflective process where individuals evaluate different areas of their lives—such as career, relationships, health, finances, and personal growth—to gain clarity on what's working, what's not, and where adjustments are needed. It helps people align their actions and goals with their values, identify gaps, and create a roadmap for improvement or change.

What is a Life Audit for Active Introverts?

For active introverts, a life audit should cater to their strengths of introspection and their preference for purposeful action while avoiding overwhelming social or extroverted pressures.

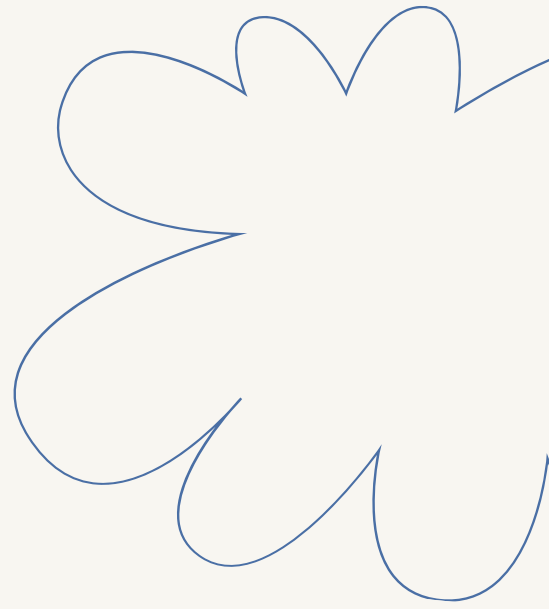
It would help them assess how well they balance personal time, professional ambitions, social engagements, and self-care within the framework of their introverted energy levels.

So, here you are. And, here it is: Your Life Audit for Active Introverts: a revolutionary tool to keep your goals alive, thriving, and aligned with what truly matters most to you.

Let's get started.



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HOW TO GET RESULTS

DISCOVER HOW COMMITMENT AND EFFORT IN COMPLETING THIS
WORKBOOK CAN LEAD TO MEANINGFUL CHANGES ALIGNED WITH
YOUR GOALS AND VALUES.



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How to Get Results.

Congratulations on taking the first step toward creating meaningful change in your life.

You've chosen this workbook for a reason: something in your life feels ready for a refresh, a rebalancing, or even a complete transformation.

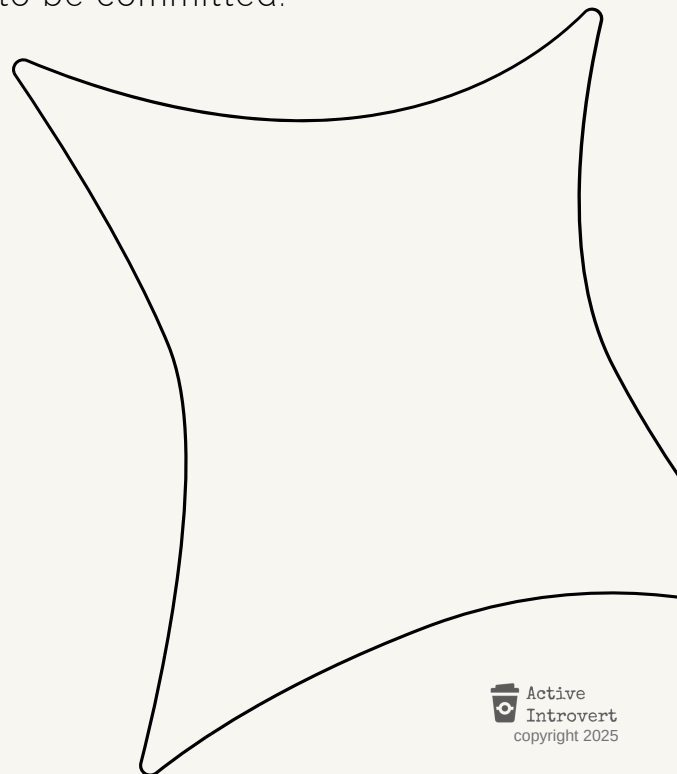
But here's the truth: **results only come to those willing to do the work.**

This workbook isn't just a collection of ideas—it's a proven path of actions you must take to get what you want. The questions, tasks, and exercises in these pages are your tools for success.

You don't have to be perfect, but you do have to be committed.

Motivating Truth:

There are no guarantees in life, but when you follow a plan, take action, and believe in yourself, you'll always move closer to what you truly want.



How to Get Results.

The Science of Effort and Commitment

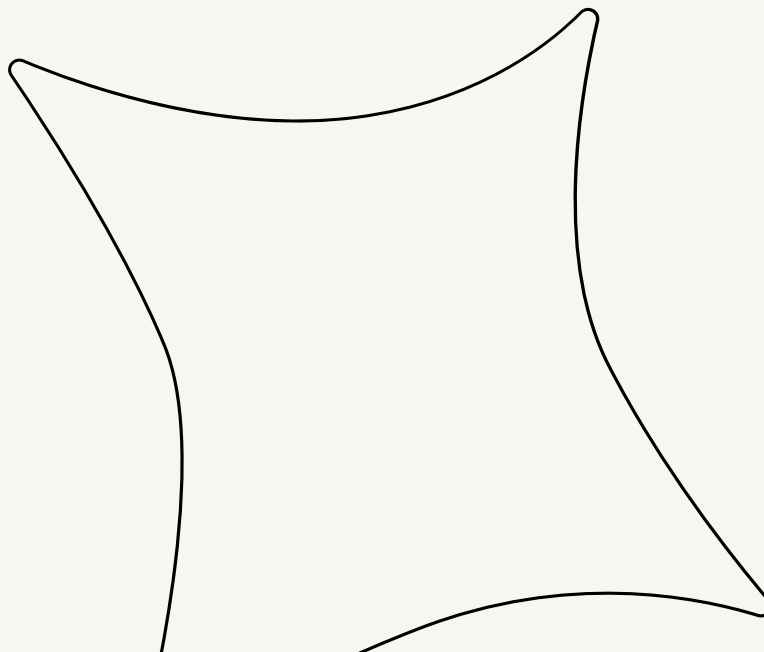
Research shows that personal development activities are most successful when you:

Start with clear intentions: Knowing your why can increase commitment by up to 50%. Write down your reason for starting and revisit it whenever motivation wanes.

Break big goals into small steps: Completing smaller, manageable tasks releases dopamine, reinforcing the motivation to keep going.

Stay consistent: Studies reveal that repeating intentional actions daily or weekly helps rewire the brain for positive change, making new habits easier to sustain.

Reflect on progress: Taking time to review what you've achieved increases resilience and persistence.



How to Get Results.

What This Workbook Will Do for You

As you progress through this workbook, you'll:

- Reconnect with your core values, aligning your life with what truly matters.
- Learn to manage your energy so you can focus on the people and tasks that energize you.
- Identify goals that bring success and fulfillment and create actionable plans to achieve them.
- Create a life that feels balanced—not overburdened or underwhelming.
- Strengthen your relationships with healthy boundaries that protect your time and energy.
- Build a clear action plan to carry you forward.

Each section is designed to guide you, inspire you, and equip you with tools for sustainable change.

How to Get Results.

Your Commitment Starts Here

Before you turn the page, take a moment to set your intention. If you will, this is your starting point—the seed of transformation — your WHY.

Complete this sentence:

***The reason I purchased this workbook is because I want more
----- in my life moving forward.***

Write your answer below and remember it as you work through each section. Let it be your compass when the process feels challenging.

A Note of Encouragement

Doing the hard work now will reward you later. This workbook is a journey—a guide to help you think deeply, make meaningful changes, and take action toward your goals. Whether you're looking for clarity, balance, or growth, this path will help you move forward in ways that matter to you.

Take the first step, and trust the process. Your effort will lead to progress, and your progress will lead to results.

SECTION 1: CORE VALUES & IDENTITY

DEFINE YOUR CORE VALUES AND RECONNECT WITH WHAT TRULY
MATTERS TO CREATE A STRONG FOUNDATION FOR INTENTIONAL
LIVING.



Active
Introvert

Core Values & Identity

INTRODUCTION

Your core values are the foundation of who you are.

They guide your decisions, influence your relationships, and reflect what truly matters to you. By clarifying and reconnecting with these values, you'll have a clearer sense of direction and purpose in your life.

MOTIVATING TRUTH:

When you
know who
you are, you'll
know what to
do.

— Oprah Winfrey

Core Values & Identity

DEFINE YOUR CORE VALUES

1. Reflection Exercise:

Write down 5–6 values that are most important to you. Use these prompts to help you identify them:

- What qualities do I admire in myself and others?
- When do I feel most fulfilled or proud?
- What situations make me feel uneasy or uncomfortable?

Examples: Integrity, Growth, Connection, Balance, Creativity, Independence. See the resource section for additional examples.

1. _____

2. _____

3. _____

4. _____

5. _____

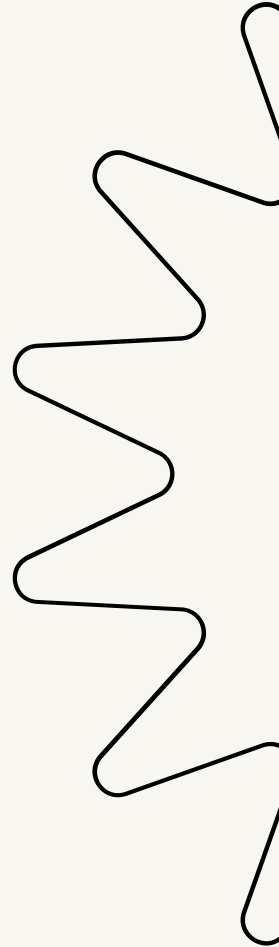
6. _____

Core Values & Identity

DEFINE YOUR CORE VALUES

2. Self-Audit Question:

- Are my current actions and lifestyle aligned with these values?
- If yes, celebrate the alignment.
- If no, note any areas where you feel a disconnect.



Core Values & Identity

DEFINE YOUR CORE VALUES

Explore Alignment

1. Questions for Deeper Insight:

- Which of my core values feels the most aligned with my current life?
- Which one feels neglected, and how does that show up in my day?

2. Action Step:

Reconnect with a Value: Choose one neglected value and identify an action to honor it this week. For example, if creativity is a neglected value, plan a small creative project or activity to re-engage with it.

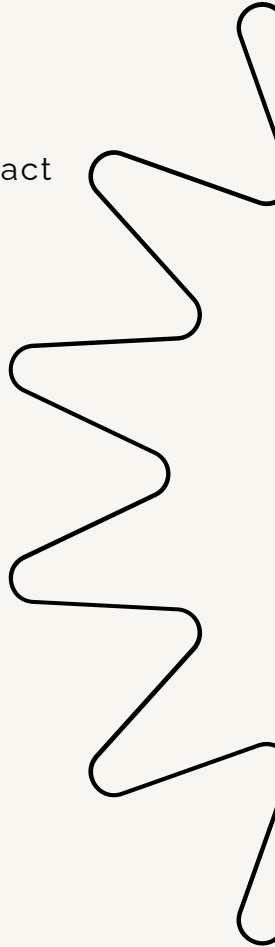
Core Values & Identity

DEFINE YOUR CORE VALUES

Explore Alignment (*continued*)

3. Reflection Space:

- Write about how reconnecting with this value could positively impact your life. Visualize success.



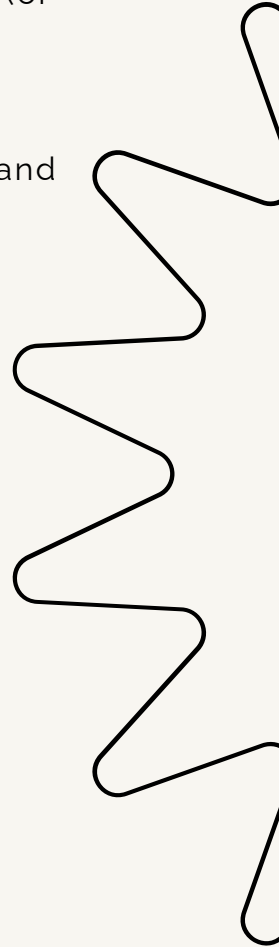
Core Values & Identity

WHY THIS SECTION MATTERS

By identifying your core values and understanding how they show up (or don't) in your life, you'll gain clarity on what brings meaning and satisfaction.

This foundation will guide the rest of your audit, ensuring your goals and actions align with who you truly are.

Capture your Big Takeaway from this section below:



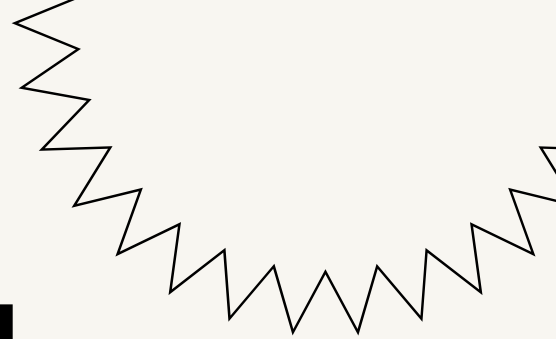
SECTION 2: ENERGY MANAGEMENT AUDIT

IDENTIFY WHAT ENERGIZES AND DRAINS YOU, AND LEARN TO
PROTECT AND REPLENISH YOUR ENERGY TO FOCUS ON
WHAT MATTERS MOST.



Active
Introvert

Energy Mgmt Audit



INTRODUCTION

As an active introvert, your energy is your most valuable resource.

Unlike extroverts, who may recharge through social interaction, you likely regain energy through some solitude or low-stimulation activities. This section will help you assess where your energy is going and how you can manage it more effectively.

MOTIVATING TRUTH:

The energy
you bring is
the energy
you receive.

— Anonymous

Where Does Your Energy Go?



ENERGY MAPPING

Energy Mapping Exercise:

Over the next 3 days, track your energy levels during the day using a **scale of 1 - 10** (1 = completely drained, 10 = highly energized).

Tasks	Day 1	Day 2	Day 3
Work Tasks			
Social Interactions			
Alone Time			
Creative Projects			
Self-Care Activities			
Other			
Average Energy Score			

I know, I know... You're ready to cut to the chase and fix this now. Trust the process; this will give you great data and insights to move forward.

Where Does Your Energy Go?



REFLECT

2. Reflection Questions:

- Which activities make me feel most drained?

- Which activities recharge my energy?

Where Does Your Energy Go?



BALANCING YOUR ENERGY

1. Questions for Insight:

- Are there patterns in how I use or lose energy?
- Am I spending too much energy on draining tasks while neglecting recharging activities?

2. Action Steps:

- **Prioritize Energy Boosters:** Choose one energizing activity to increase in your routine this week. *For example: If quiet mornings energize you, commit to 10 minutes of quiet reflection each day.*
- **Minimize Energy Drainers:** Identify one draining task or interaction and take steps to reduce or delegate it. *For example: If large meetings are draining, suggest alternative ways to participate, like written updates or smaller group discussions.*

3. Reflection Space:

- Write down how making these adjustments could improve your focus, mood, and overall energy.

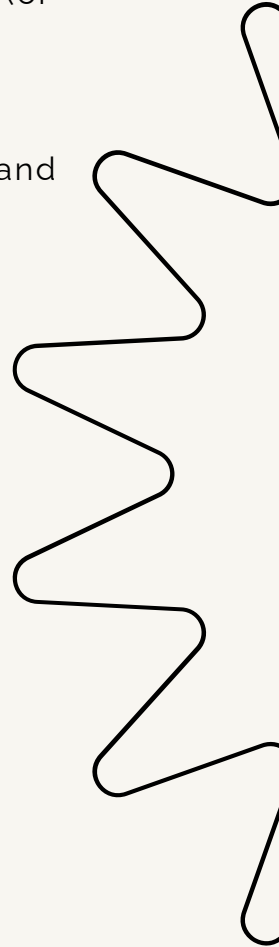
Where Does Your Energy Go?

WHY THIS SECTION MATTERS

By identifying your core values and understanding how they show up (or don't) in your life, you'll gain clarity on what brings meaning and satisfaction.

This foundation will guide the rest of your audit, ensuring your goals and actions align with who you truly are.

Capture your Big Takeaway from this section below:



SECTION 3: SUCCESS & FULFILLMENT MAP

REFLECT ON YOUR ACHIEVEMENTS AND SET MEANINGFUL GOALS
THAT ALIGN WITH YOUR VALUES AND BRING YOU JOY AND
FULFILLMENT.



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SUCCESS & FULFILLMENT MAP

INTRODUCTION

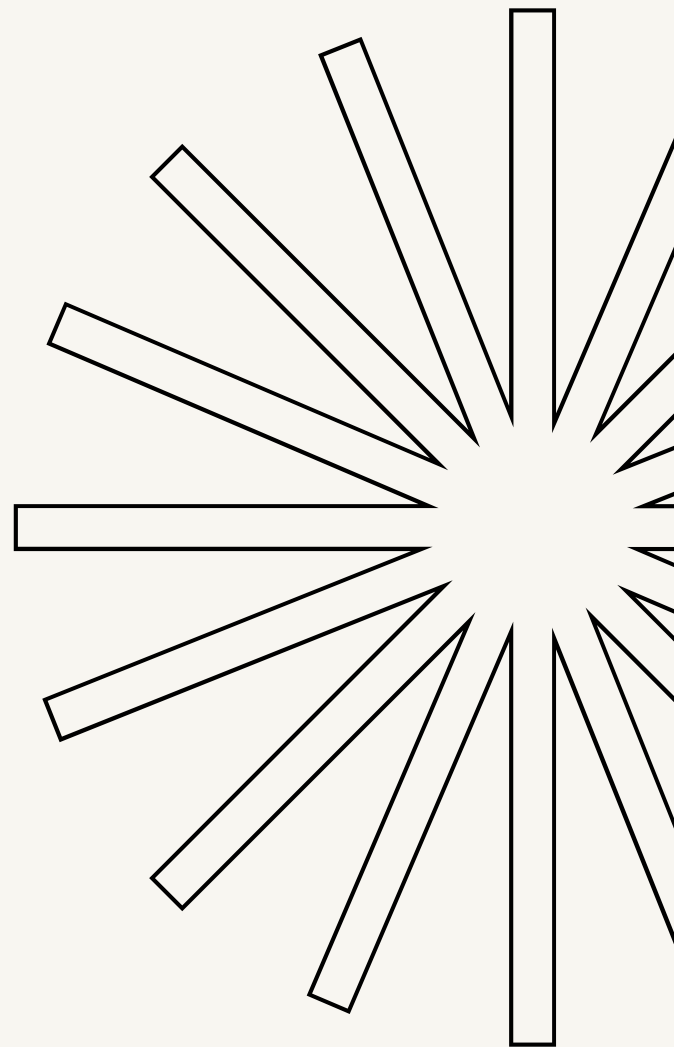
Success is more than reaching milestones—it's about feeling fulfilled and aligned with your values and goals.

This section helps you reflect on your accomplishments, identify what brings you joy, and create a roadmap for deeper fulfillment.

MOTIVATING TRUTH:

Success is not the
key to happiness.
Happiness is the key
to success.

— Albert Schweitzer



Success & Fulfillment Map

REFLECTING ON ACCOMPLISHMENTS

1. Achievement Reflection Exercise:

List three recent achievements, big or small, that you feel proud of.

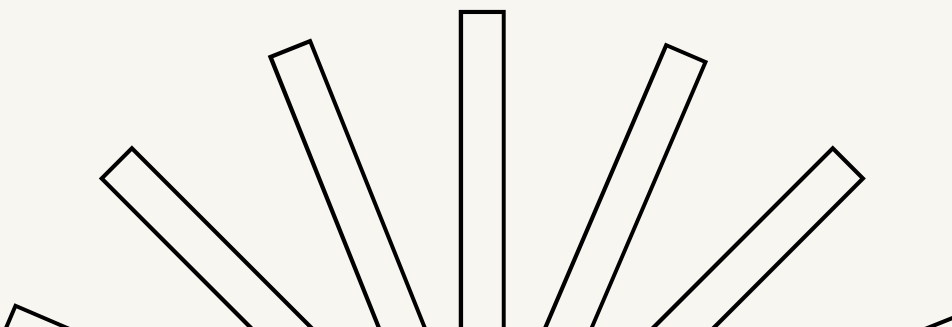
Example: Completing a challenging project, maintaining a personal routine, learning a new skill.

- For each achievement, write:

My Achievement	Why was this important to me?	How did it align with my values?

2. Reflection Questions:

- What strengths or habits helped me achieve these milestones?
- What emotions do I associate with these accomplishments?



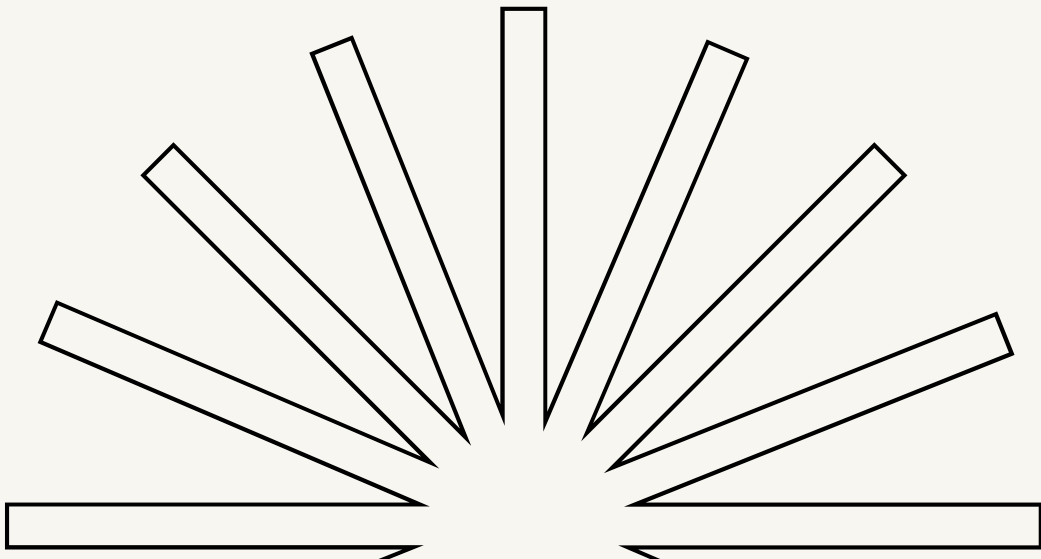
Success & Fulfillment Map

REFLECTING ON ACCOMPLISHMENTS

2. Reflection Questions:

- What strengths or habits helped me achieve these milestones?

- What emotions do I associate with these accomplishments?



Success & Fulfillment Map

CREATING A FULFILLMENT ROADMAP

1. Questions for Insight:

- What activities or goals have brought me the most joy recently?
- Is there an area of my life (career, relationships, personal growth) where I feel less fulfilled? Why?

2. Action Steps:

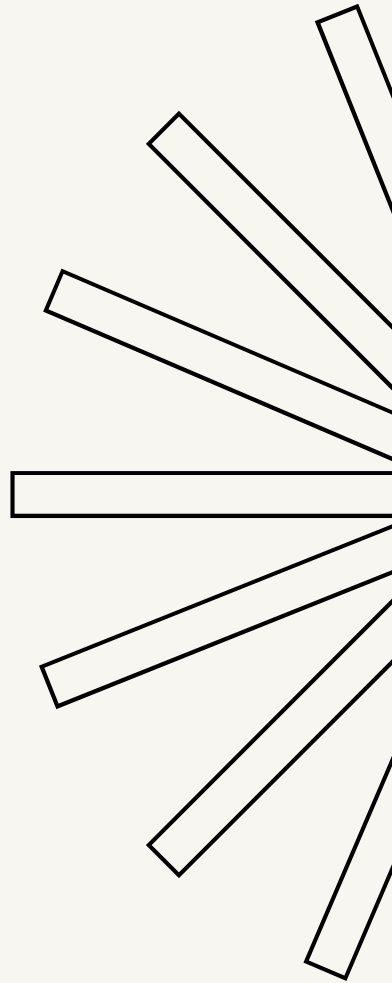
- **Set a Fulfillment Goal:** Write down one specific, meaningful goal you'd like to achieve in the next month. *Example: Reconnect with a creative hobby by dedicating 30 minutes twice a week to writing or painting.*
- **Plan for Progress:** Break your goal into small, actionable steps. *Example for the above: (1) Gather supplies, (2) Set time on my calendar, (3) Choose a starting project..*

Success & Fulfillment Map

CREATING A FULFILLMENT ROADMAP

3. Reflection Space:

- Imagine how your life will feel once you achieve this goal. Write down the benefits you anticipate.



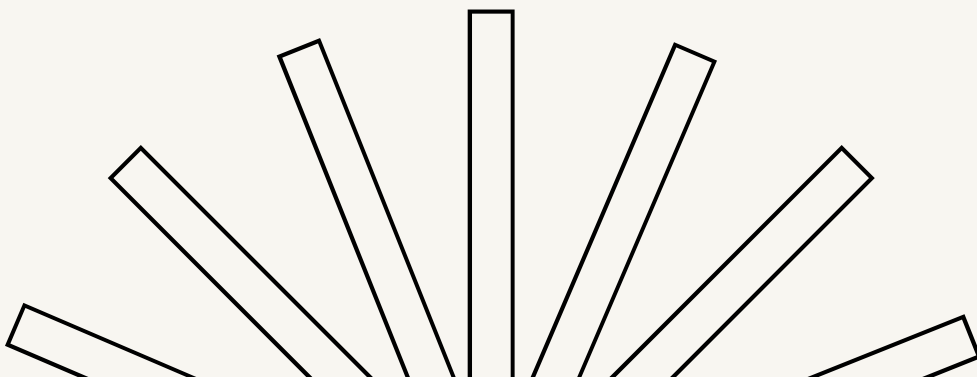
Success & Fulfillment Map

WHY THIS SECTION MATTERS

Reflecting on your achievements and setting intentional goals fosters a sense of purpose and accomplishment.

By focusing on what truly fulfills you, you create a success story that's uniquely yours.

Capture your Big Takeaway from this section below:



SECTION 4:

BALANCED LIFESTYLE

REVIEW

ASSESS YOUR PERSONAL, SOCIAL, AND PROFESSIONAL
COMMITMENTS TO CREATE HARMONY AND AVOID OVERWHELM OR
UNDER-ENGAGEMENT.



Active
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BALANCED LIFESTYLE REVIEW

INTRODUCTION

A fulfilling life is about finding the right balance—not doing too much or too little, but just right.

This section helps you evaluate your commitments and identify areas to create better harmony in your personal, social, and professional life.

MOTIVATING TRUTH:

Balance is not better
time management,
but better boundary
management.

— Betsy Jacobson

Balanced Lifestyle Review

ASSESSING YOUR COMMITMENTS

1. Activity Inventory Exercise:

Write down all your major commitments, categorized into:

- **Personal (P):** Self-care, hobbies, health routines.
- **Social (S):** Family, friends, community.
- **Professional (PR):** Work, side projects, learning.

Next to each, label it as: Too much (overwhelming), Too little (needs attention), or Just right (satisfying as it is).

Major Commitments	Too Much	Too Little	Just Right

Balanced Lifestyle Review

ASSESSING YOUR COMMITMENTS

1. Activity Inventory Exercise: (continued)

Major Commitments	Too Much	Too Little	Just Right

NOTES/EXTRA SPACE (YOU'RE BUSY, AREN'T YOU?!):

Balanced Lifestyle Review

REFLECT

2. Reflection Questions:

- Which areas feel the most imbalanced?
- Where am I overextending myself, and where am I neglecting what matters?

Balanced Lifestyle Review

REBALANCING YOUR LIFE

1. Questions for Insight:

- What activities or commitments give me the most joy or satisfaction?
- Which could I adjust, delegate, or let go of to create more balance?

2. Action Steps:

- **Strengthen a Balanced Area:** Choose one just right area and identify a way to maintain or celebrate it. *Example: If personal time is just right, schedule a favorite activity to reinforce its importance.*
- **Adjust an Imbalanced Area:** Select one too much or too little area and take a specific step to rebalance it. *Example: If work feels too much, plan to set clearer boundaries or prioritize breaks.*

Balanced Lifestyle Review

REBALANCING YOUR LIFE

3. Reflection Space:

Write down how making these changes could improve your overall sense of balance.

Balanced Lifestyle Review

WHY THIS SECTION MATTERS

Achieving balance doesn't mean equal time for everything—it means creating harmony in the areas that matter most.

By understanding where adjustments are needed, you can live with more ease and intentionality.

Capture your Big Takeaway from this section below:

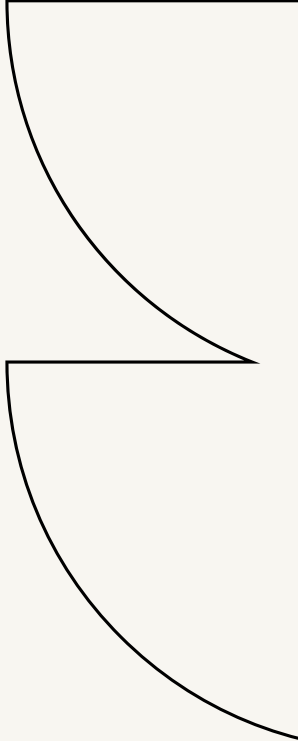
SECTION 5: SOCIAL LIFE & BOUNDARIES CHECK-IN

STRENGTHEN YOUR RELATIONSHIPS AND SET HEALTHY BOUNDARIES
TO PROTECT YOUR TIME AND ENERGY WHILE FOSTERING
MEANINGFUL CONNECTIONS.



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SOCIAL LIFE & BOUNDARIES CHECK-IN



INTRODUCTION

Your relationships shape your life, but as an introvert, the quality of those connections often matters more than the quantity.

Healthy boundaries allow you to nurture relationships that uplift you while protecting your energy and well-being.

MOTIVATING TRUTH:

You are not required
to set yourself on
fire to keep others
warm.

— Anonymous

Social Life & Boundaries Check-In

ASSESSING YOUR SOCIAL CONNECTIONS

1. Connection Quality Exercise:

- Write down the names of 5-8 people you interact with regularly.
- Next to each name, note:
 - How they make you feel (**energized, neutral, or drained**).
 - The frequency of interaction (**daily, weekly, monthly**).
- Mark any relationships that need more attention or boundary adjustments.

People I Interact with Regularly	Make Me Feel	Frequency

Social Life & Boundaries Check-In

ASSESSING YOUR SOCIAL CONNECTIONS

2. Reflection Questions:

- Which relationships bring out the best in me?
- Are there interactions I'm prioritizing that don't align with my energy needs?

Social Life & Boundaries Check-In

STRENGTHENING AND PROTECTING RELATIONSHIPS

1. Questions for Insight:

- Which relationships deserve more of my time and energy?

- Where might I need to establish or reinforce boundaries?

Social Life & Boundaries Check-In

STRENGTHENING AND PROTECTING RELATIONSHIPS

2. Action Steps:

- **Strengthen a Positive Connection:** Identify one meaningful relationship to nurture this week. Write down a specific action you'll take, like scheduling a coffee chat or sending a thoughtful message.

- **Set a Boundary:** Choose one relationship or situation that feels draining. Write down a boundary to implement, such as limiting interaction time or kindly declining an invitation.

Social Life & Boundaries Check-In

STRENGTHENING AND PROTECTING RELATIONSHIPS

3. Reflection Space:

Write down how making these changes could improve your overall sense of balance.

Social Life & Boundaries Check-In

WHY THIS SECTION MATTERS

Meaningful relationships can be a source of joy and growth, but without healthy boundaries, they may also become draining.

By prioritizing connections that align with your values and setting boundaries, you protect your energy and create space for relationships that truly matter.

Capture your Big Takeaway from this section below:

SECTION 6:

REFLECTION PROMPTS

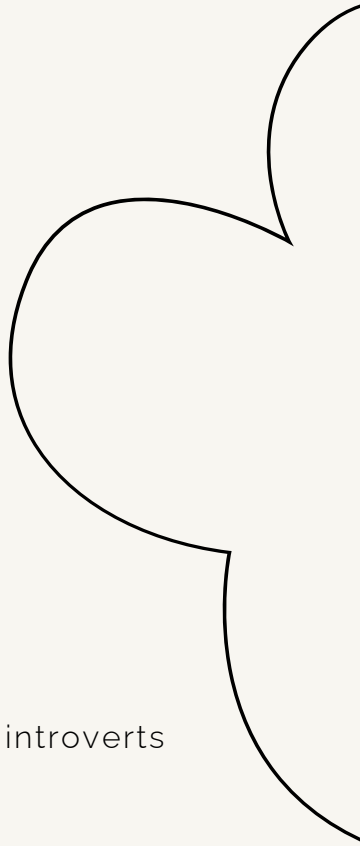
& JOURNALING

USE OPEN-ENDED QUESTIONS AND JOURNALING EXERCISES TO
DEEPEN YOUR INSIGHTS AND TURN REFLECTIONS INTO
ACTIONABLE STEPS.



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REFLECTION PROMPTS & JOURNALING



INTRODUCTION

Reflection is a powerful tool for growth and clarity, especially for introverts who thrive on introspection.

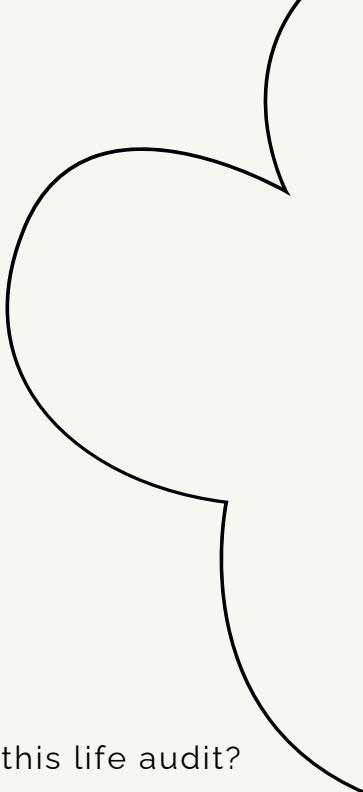
This section provides open-ended prompts to help you consolidate insights, explore your inner world, and transform your discoveries into meaningful action.

MOTIVATING TRUTH:

Knowing yourself
is the beginning
of all wisdom.

— Aristotle

Reflection Prompts & Journaling

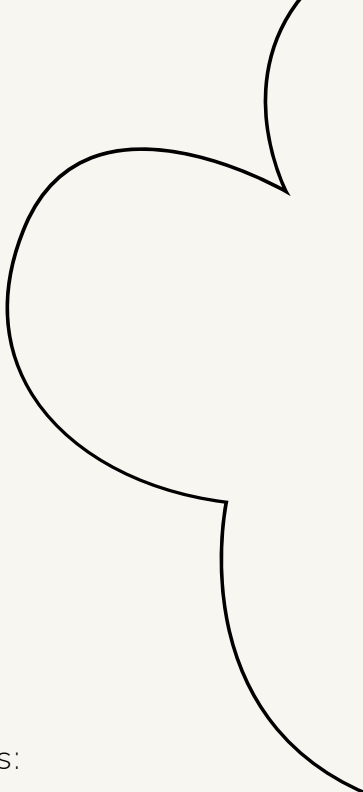


DEEP DIVE INTO SELF-REFLECTION

1. Prompts for Reflection:

- What has been the most surprising insight I've gained during this life audit?
- What areas of my life feel the most aligned with who I want to be?
- If I could change one thing about my life right now, what would it be? Why?

Reflection Prompts & Journaling



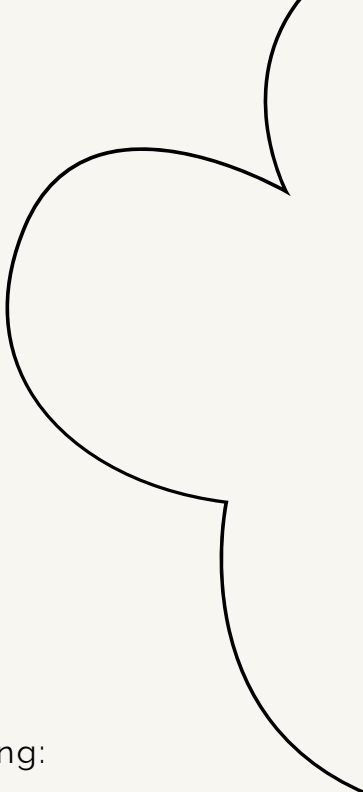
DEEP DIVE INTO SELF-REFLECTION

2. Connecting Reflection to Action:

Think about the connection between your insights and your goals:

- How do my reflections from this audit support the vision I have for my future?
- What small steps can I take today to begin making meaningful changes?

Reflection Prompts & Journaling



JOURNALING FOR CLARITY AND PLANNING

1. Visualization Exercise:

Close your eyes and picture your ideal day. Answer the following:

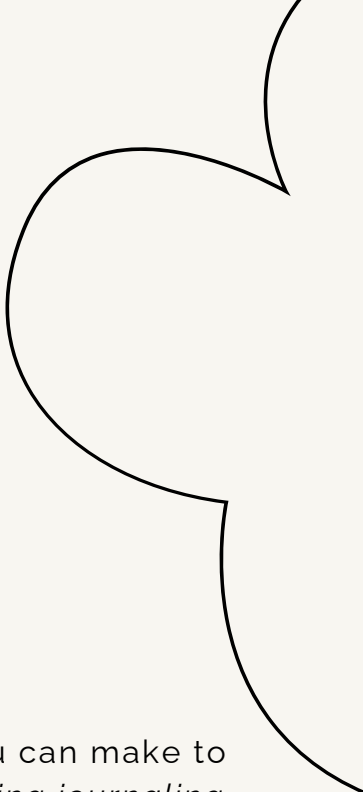
- What does your morning look like?
- What activities fill your day, and how do they make you feel?
- How do you spend your evening, and what gives you a sense of fulfillment?

2. Action Plan Prompt:

- Based on your ideal day, list three small, actionable changes you can make to move closer to that vision. Example: Spend 10 minutes each morning journaling, or Schedule one evening a week for a personal project.

-

Reflection Prompts & Journaling



JOURNALING FOR CLARITY AND PLANNING

2. Action Plan Prompt:

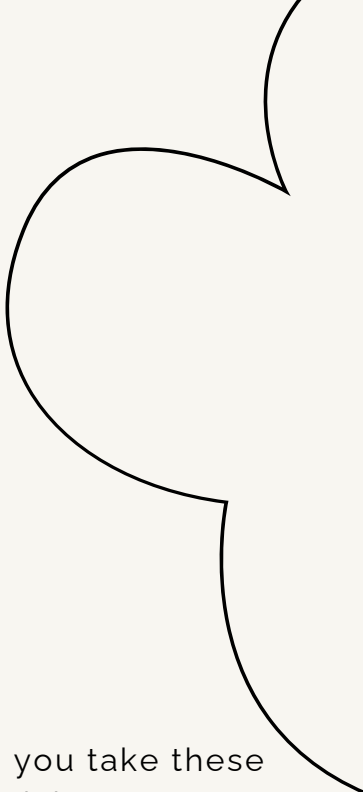
Based on your ideal day, list three small, actionable changes you can make to move closer to that vision. *Example: Spend 10 minutes each morning journaling, or Schedule one evening a week for a personal project.*

-

-

-

Reflection Prompts & Journaling



JOURNALING FOR CLARITY AND PLANNING

3. Reflection Space:

Use this area to write freely about how your life could change as you take these steps. Reflect on the emotions, outcomes, and challenges you anticipate..

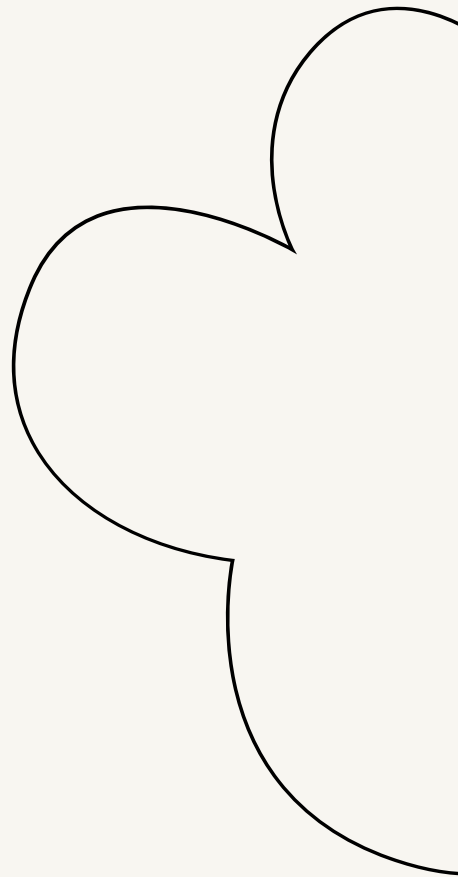
Reflection Prompts & Journaling

WHY THIS SECTION MATTERS

Journaling allows you to organize your thoughts, process emotions, and build a bridge between reflection and action.

It's not just about thinking deeply—it's about transforming insights into a clear plan for living your best life.

Capture your Big Takeaway from this section below:



FINAL SUMMARY: BUILDING YOUR ACTION PLAN

CONSOLIDATE YOUR INSIGHTS INTO A CLEAR, ACTIONABLE PLAN AND
INTEGRATE THE LIFE AUDIT INTO YOUR DAILY, WEEKLY, AND
QUARTERLY ROUTINES.



Active
Introvert

BUILDING YOUR ACTION PLAN



INTRODUCTION

Congratulations on completing your Life Audit! You've done the important work of reflecting on your values, energy, achievements, balance, relationships, and personal insights.

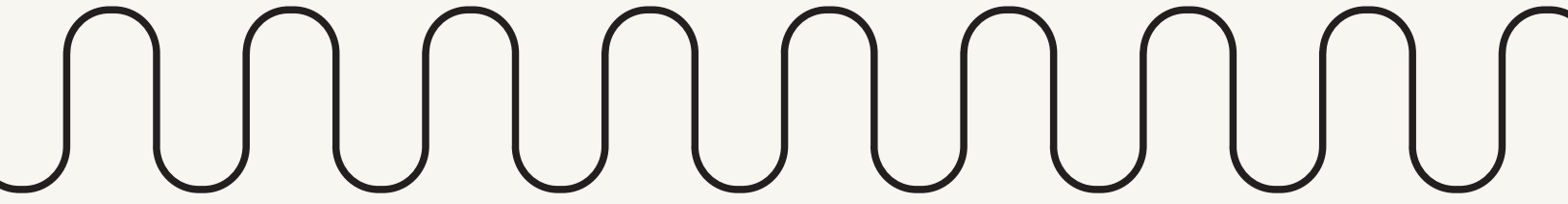
Now, it's time to bring everything together into a clear, actionable plan that aligns with your goals and aspirations.

MOTIVATING TRUTH:

The journey of a
thousand miles
begins with one
step.

— Lao Tzu

Building Your Action Plan



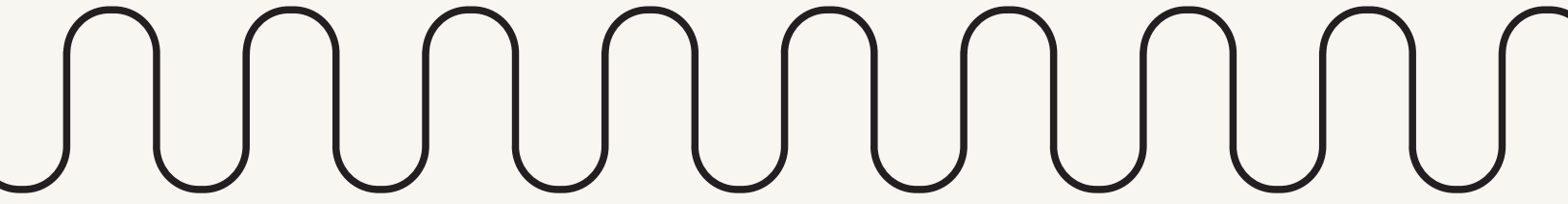
CONSOLIDATING YOUR INSIGHTS

1. Reflect on Key Takeaways:

Write down your most valuable insights (your Big Takeaways) from each section:

- **Core Values and Identity:** What values guide my life?
- **Energy Management:** What energizes and drains me?
- **Success and Fulfillment:** What achievements matter most, and what's my next goal?
- **Balanced Lifestyle:** Where can I create more harmony?
- **Social Life and Boundaries:** Which relationships uplift me, and where do I need boundaries?

Building Your Action Plan



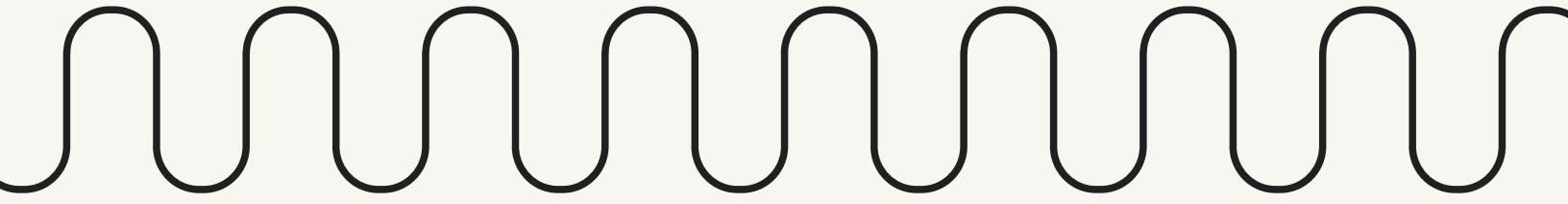
CONSOLIDATING YOUR INSIGHTS

2. Create a Snapshot:

Summarize your current state in one sentence for each category. Capture 3-4 examples and then distill down from those to capture one statement.

Example: My core value of growth is present in my career, but I need to integrate it more into personal hobbies.

Building Your Action Plan



CRAFTING YOUR ACTION PLAN

1. Set 3 Big Goals:

Based on your reflections, write down three overarching goals for the next three months.

Ensure they are:

- **Specific:** Clearly define what you want to achieve.
- **Achievable:** Set goals that fit your energy and capacity.
- **Aligned:** Reflect your values and aspirations.

Example: Dedicate 30 minutes every Saturday morning to my creative writing hobby.

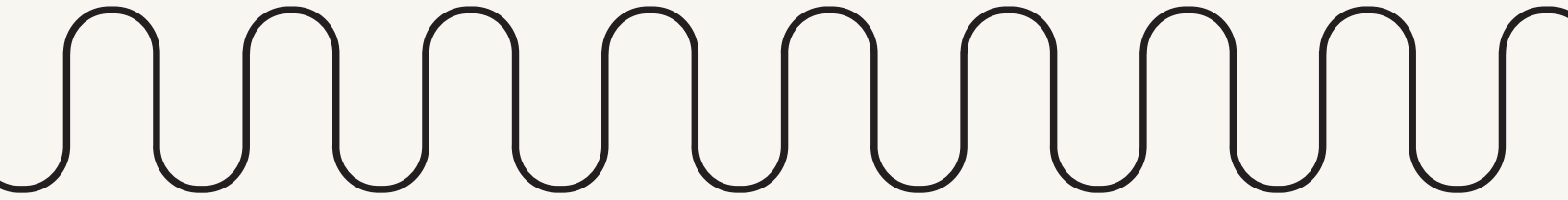
2. Break It Down:

For each goal, identify:

- **Daily Action:** A small habit to support your goal. Example: Write for 10 minutes before bed.
- **Weekly Focus:** A dedicated activity or checkpoint. Example: Review my writing progress every Sunday.
- **Quarterly Milestone:** A measurable outcome. Example: Complete the first draft of a short story.

Use the form on the next page to capture your work.

Building Your Action Plan

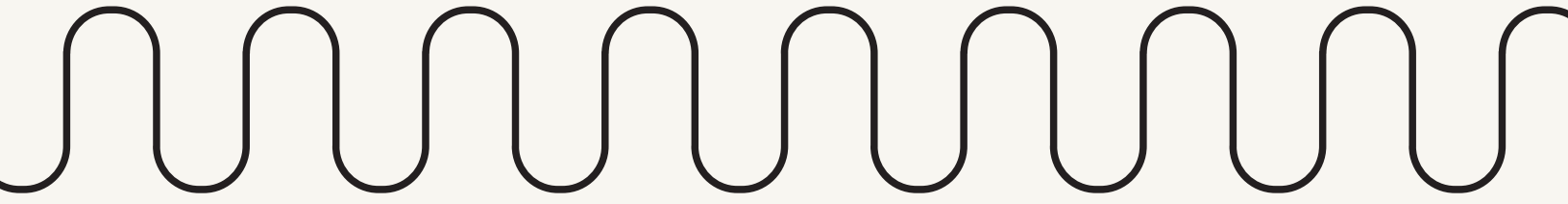


CRAFTING YOUR ACTION PLAN

Use the form to capture your work. There are examples and a bigger version in the Resources section.

Goals	Daily Action	Weekly Focus	Quarterly Milestone	Why This Matters

Building Your Action Plan



CRAFTING YOUR ACTION PLAN

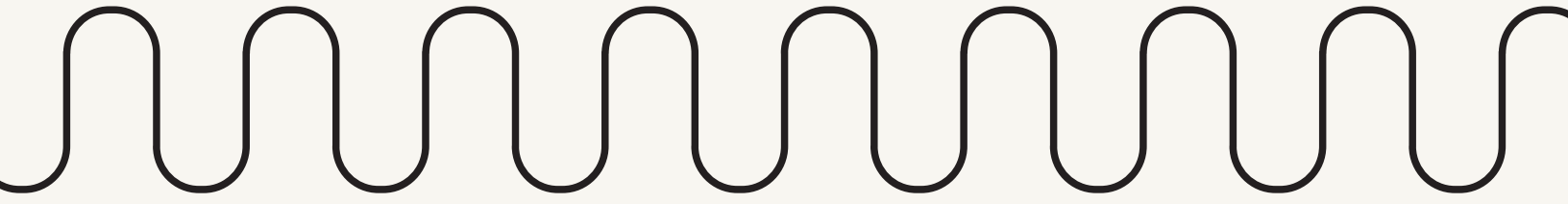
3. Accountability Tips:

Use these strategies to stay on track:

- Share your goals with a trusted friend or accountability partner.
- Schedule weekly check-ins to review progress and adjust your actions.
- Celebrate small wins to maintain motivation. Progress over perfection.

What ideas and strengths do you know about yourself that can help you stay the course and progressing forward?

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Reflection Space:

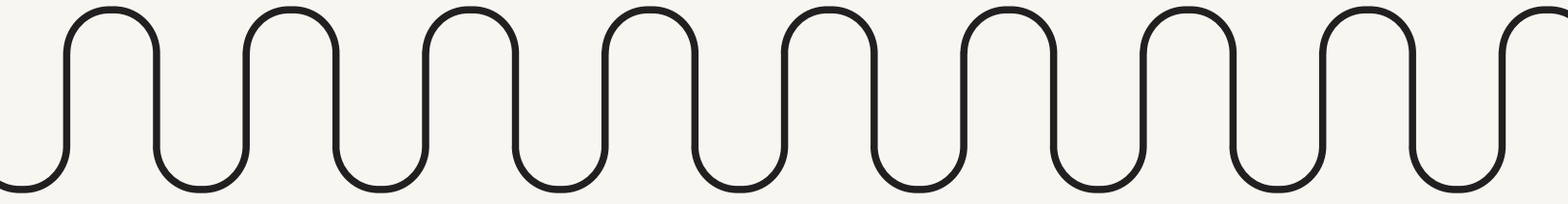
Use this space to write about how you feel after completing the life audit and creating your action plan.

What excites me most about my plan?

What challenges do I anticipate, and how can I overcome them?

How will my life improve if I stay consistent with these changes?

Using Your Life Audit Year-Round

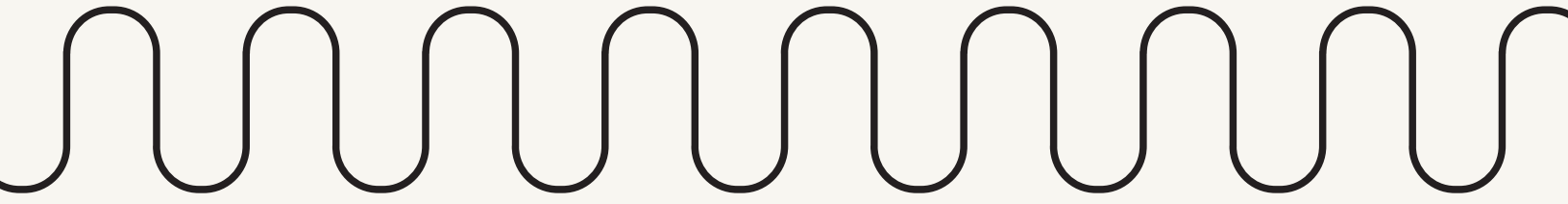


IF YOU BUILD IT, WILL YOU USE IT?

The Life Audit for Active Introverts isn't a one-time tool; it's a guide you can return to again and again to stay aligned with your goals, values, and aspirations.

By revisiting this workbook regularly, you'll ensure that your actions reflect your evolving priorities and that you stay on track to create a fulfilling life.

Using Your Life Audit Year-Round

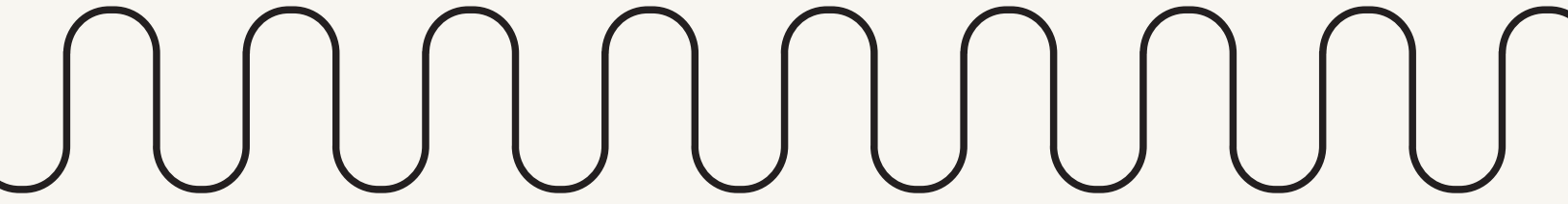


STEP-BY-STEP: HOW TO USE THIS LIFE AUDIT ANNUALLY, QUARTERLY, WEEKLY, & DAILY

1. Annual Review: The Big Picture

- At the end of each year (December), set aside 2–3 hours to complete a full life audit. Honestly look at your work here.
- Reflect on the past year:
 - What worked well?
 - Where did you feel most aligned with your values and goals?
 - What needs to change moving forward?
- Use the insights to set clear intentions and goals for the upcoming year, focusing on what truly matters.

Using Your Life Audit Year-Round



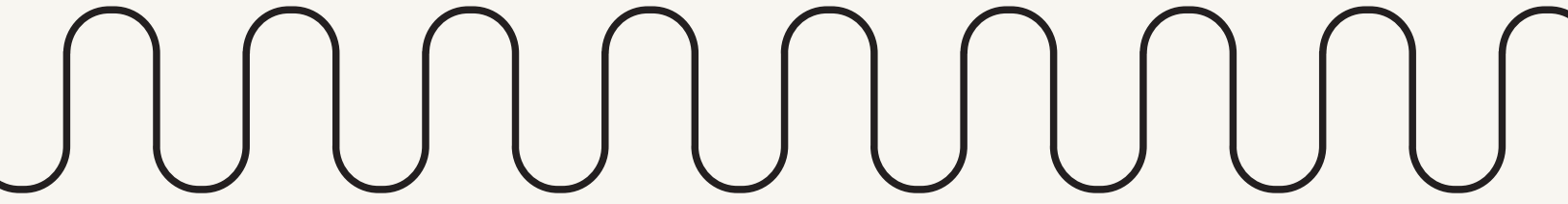
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2. Quarterly Check-Ins: Stay on Track

- At the start of each quarter (January, April, July, October), schedule a 1-hour session to revisit your life audit.
- **Use this time to:**
 - Review your progress in each area.
 - Adjust your goals or actions based on new insights or challenges.
 - Reaffirm your commitment to the habits and boundaries that align with your values.
- **Pro Tip:** Use this time to celebrate small wins and refine your focus for the next three months.

Action Step: Right now, go to your calendar and schedule these quarterly 1-hour windows. Block the time as a non-negotiable appointment with yourself.

Using Your Life Audit Year-Round



STEP-BY-STEP: HOW TO USE THIS LIFE AUDIT ANNUALLY, QUARTERLY, WEEKLY, & DAILY

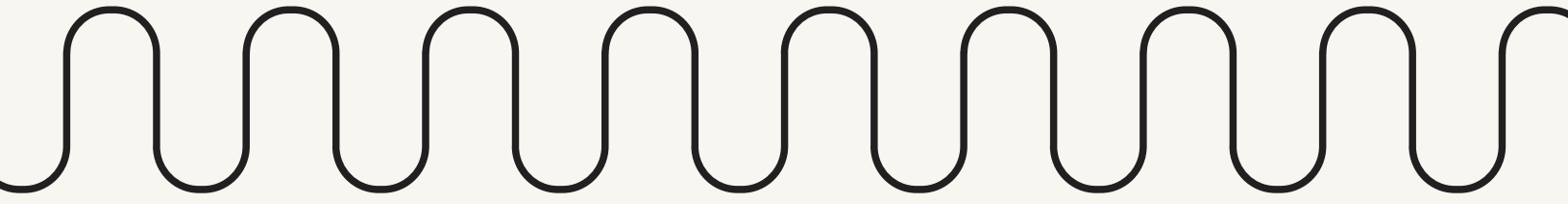
3. Weekly and Daily Actions: Seeing the Trees from the Forest

- **Start Each Week with Purpose**
 - Every Sunday (or your preferred planning day), set aside 20–30 minutes to reflect on your goals and plan the week ahead.
- **Anchor Your Intentions Each Day**
 - Begin each morning with a few minutes to set intentions.
- **End the Day with Reflection**
 - Spend 5–10 minutes reviewing your day:

Simple Next Actions to Take Today

- **Identify Your Immediate Focus:** Highlight one key takeaway or goal from your audit to act on this week.
- **Set Up Your System for Success:**
 - Add reminders to revisit the workbook quarterly.
 - Place the workbook where it's easily accessible (e.g., save it on your desktop or keep a printed copy in a visible spot).

Final Thoughts



FINAL ENCOURAGEMENT

You've taken an incredible step toward living a life that truly aligns with your values, energy, and aspirations. Remember, meaningful change happens one small action at a time.

Stay consistent, reflect often, and trust that you're moving closer to the life you want.

Why Regular Use Matters

Life is dynamic—your circumstances, goals, and aspirations will evolve over time. By committing to an annual and quarterly review, you create a system to stay connected to what matters most. This process keeps you aligned, intentional, and focused on your personal and professional growth.

Remember: **Success isn't about perfection; it's about progress. Each step forward is a step toward the life you want.**

Congratulations! You've gotten this far so that means you are committed to you and are willing to keep doing even when it gets hard or inconvenient.

I believe in you. I believe you have the ability and drive to get what you want out of this amazing thing called life. I know you do too. Don't hold yourself back. Make. It. Happen.

Keep the Momentum Going

THREE WAYS TO KEEP BUILDING YOUR BEST LIFE.

Finishing your Life Audit is a huge win.

But let's be honest — the real growth happens when you keep moving forward.

Here are three ways you can keep building momentum and making your best life happen:

1. Self: Stay Curious, Stay Open, Stay in Motion

You're already doing the hard part: showing up for yourself. Stay curious. Stay open to what life shows you. Stay in action — even small steps matter. Come back to your Life Audit anytime you need a reset, a refocus, or a little nudge. You've got this.

2. AI Coach: Your Life Audit, Leveled Up (\$)

What if you could have a smart coach at your fingertips whenever you need it?

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THANK YOU FOR INVESTING IN YOURSELF AND
TRUSTING ACTIVE INTROVERT TO HELP.

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RESOURCES

THINGS TO HELP YOU WITH YOUR AUDIT.



Active
Introvert

Core Values

EXAMPLES OF VALUES TO WORK WITH

Core Values for Active Introverts

Use this list to clarify what truly matters. These values can guide your decisions, focus your goals, and align your actions with the life you're building.

Authenticity Living and leading in alignment with your true self—even when it's quieter or different.

Balance Honoring your energy and time so neither hustle nor rest gets neglected.

Clarity Knowing what matters most—and having the courage to act accordingly.

Courage Choosing growth or change, even when your introverted instincts prefer comfort.

Creativity Expressing your ideas in a way that energizes and inspires.

Connection Building meaningful relationships—quality over quantity, always.

Freedom Having autonomy over your time, choices, and life direction.

Growth Continuously learning, evolving, and stepping into your potential.

Joy Creating space for happiness, fulfillment, and lightness.

Integrity Acting with honesty and consistency—even when no one's watching.

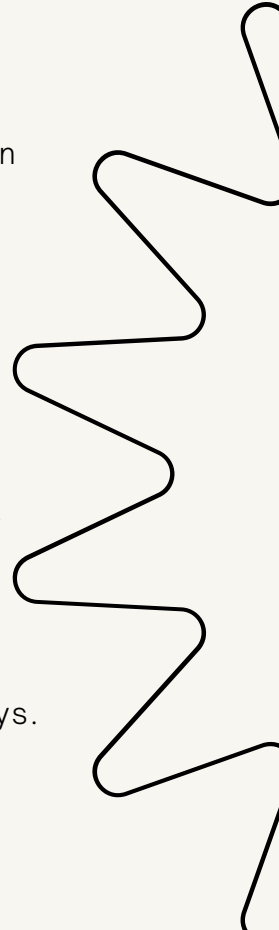
Presence Being here now—in your body, mind, and relationships.

Purpose Letting your “why” shape your what, how, and when.

Quiet Strength Leading and living with calm confidence and unshakable resolve.

Simplicity Cutting the clutter—physically, mentally, and emotionally.

Well-Being Guarding your physical, emotional, and mental energy like the treasure it is.



CRAFTING YOUR ACTION PLAN

Goals	Daily Action	Weekly Focus	Quarterly Milestone	Why This Matters

1 Core Values & Identity

DEFINE YOUR CORE VALUES

1. Reflection Exercise:

Write down 5–6 values that are most important to you. Use these prompts to help you identify them:

- What qualities do I admire in myself and others?
- When do I feel most fulfilled or proud?
- What situations make me feel uneasy or uncomfortable?

*Examples: Integrity, Growth, Connection, Balance, Creativity, Independence.
See the resource section for additional examples.*

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

2 Where Does Your Energy Go?

ENERGY MAPPING

Energy Mapping Exercise:

Over the next 3 days, track your energy levels during the day using a **scale of 1 - 10** (1 = completely drained, 10 = highly energized).

Tasks	Day 1	Day 2	Day 3
Work Tasks			
Social Interactions			
Alone Time			
Creative Projects			
Self-Care Activities			
Other			
Average Energy Score			

I know, I know... You're ready to cut to the chase and fix this now. Trust the process; this will give you great data and insights to move forward.

3 Success & Fulfillment Map

REFLECTING ON ACCOMPLISHMENTS

1. Achievement Reflection Exercise:

List three recent achievements, big or small, that you feel proud of.

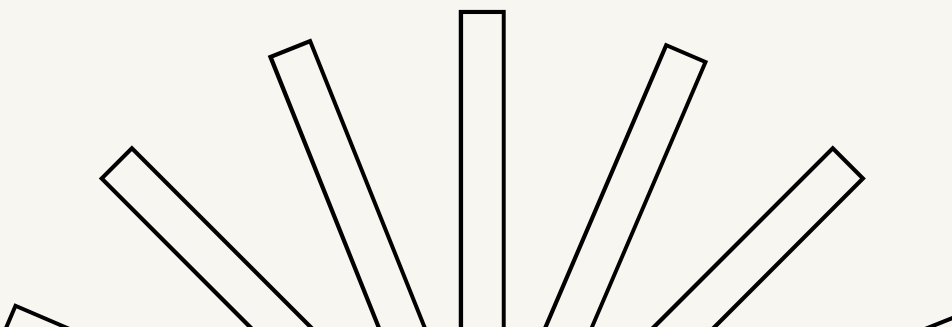
Example: Completing a challenging project, maintaining a personal routine, learning a new skill.

- For each achievement, write:

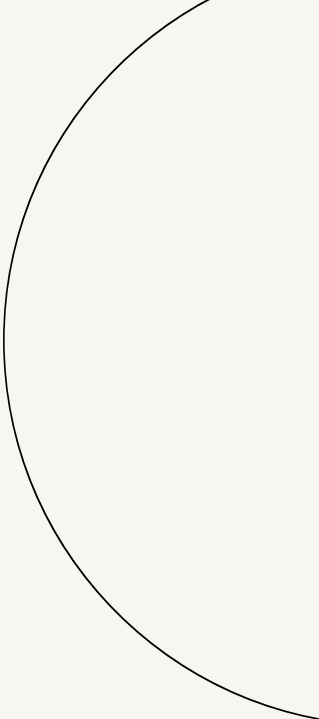
My Achievement	Why was this important to me?	How did it align with my values?

2. Reflection Questions:

- What strengths or habits helped me achieve these milestones?
- What emotions do I associate with these accomplishments?



4 Balanced Lifestyle Review



ASSESSING YOUR COMMITMENTS

1. Activity Inventory Exercise:

Write down all your major commitments, categorized into:

- **Personal (P):** Self-care, hobbies, health routines.
- **Social (S):** Family, friends, community.
- **Professional (PR):** Work, side projects, learning.

Next to each, label it as: Too much (overwhelming), Too little (needs attention), or Just right (satisfying as it is).

Major Commitments	Too Much	Too Little	Just Right

4 Balanced Lifestyle Review

ASSESSING YOUR COMMITMENTS

1. Activity Inventory Exercise: (continued)

Major Commitments	Too Much	Too Little	Just Right

NOTES/EXTRA SPACE (YOU'RE BUSY, AREN'T YOU?!):

5 Social Life & Boundaries Check-In

ASSESSING YOUR SOCIAL CONNECTIONS

1. Connection Quality Exercise:

- Write down the names of 5-8 people you interact with regularly.
- Next to each name, note:
 - How they make you feel (**energized, neutral, or drained**).
 - The frequency of interaction (**daily, weekly, monthly**).
- Mark any relationships that need more attention or boundary adjustments.

People I Interact with Regularly	Make Me Feel	Frequency

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The Author



HEY. I'M JOE.

Joe Smith is the founder of Active Introvert, a brand created to help success-minded introverts thrive—professionally and personally—without pretending to be extroverts.

With over 25 years of experience in leadership development and learning strategy, Joe blends psychological insight, practical tools, and real-life experience to help fellow introverts gain clarity, confidence, and momentum.

As a lifelong introvert and builder of bold ideas, Joe created the Life Audit for Active Introverts to serve as both a mirror and a map—guiding readers to reflect deeply and move intentionally toward the life they truly want. His work inspires action without overwhelm, empowering introverts to lead, grow, and succeed on their own terms.

Find more resources, insights, and inspiration at activeintrovert.com or follow along on LinkedIn, Instagram, and Etsy @activeintrovert.

