



Lean Living: Less Stress, More Flow

Focus on What Truly Matters

LearnInProgress®

Lean Thinking in Everyday Life

WORKSHEET

Focus on
what truly
matters

Lean Thinking is more than a method — it's **a mindset**. It's about focusing on what truly adds value in your daily life and letting go of what doesn't.

This **worksheet** helps you **reflect on your everyday activities**, notice where **time and energy** are being **wasted**, and explore small changes that **create more space for what really matters to you**.

Step by step, it supports you in living smarter, not harder.

Pause & Ask: Does it help?

Look at each activity.

Does it bring any
benefit — or not?

	Activity	Adds Value	Does Not Add Value
1	Spending hours scrolling on your phone without purpose.		
2	Cooking a fresh, healthy meal you enjoy.		
3	Running back to the supermarket for one forgotten item.		
4	Taking a walk in nature.		
5	Searching for lost keys or important papers.		
6	Having a meaningful conversation with a friend.		
7	Watching TV out of habit.		
8	Cleaning and organizing your living space.		
9	Waiting in long queues without preparing something useful.		
10	Reading a book that inspires you.		
11	Arguing repeatedly about the same small things.		
12	Doing a small daily exercise routine.		
13	Forgetting to plan meals and wasting food.		
14	Spending time on a hobby you love.		

Notice the Difference!

Some activities may still feel necessary or unavoidable — and that's okay.

Awareness of the difference is the first step. The more you see it, the easier it becomes to focus on what matters and to reduce waste.

Value-Added Activities

- Cooking a fresh meal, you enjoy
- Taking a walk in nature
- Having a meaningful conversation with a friend
- Cleaning and organizing your living space
- Reading a book that inspires you
- Doing a small daily exercise routine
- Spending time on a hobby you love

Non-Value-Added Activities

- Spending hours scrolling on your phone without purpose
- Running back to the supermarket for one forgotten item
- Searching for lost keys or important papers
- Watching TV out of habit
- Waiting in long queues without preparing something useful
- Arguing repeatedly about the same small things
- Forgetting to plan meals and wasting food

What Do You Do in a Day?

Write down the main activities you did today.
Then reflect: did they really bring any benefit and add value to
your life?
Tick your choice.



Your Activity		Value Added	Non Value Added
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

What Can You Improve?

Now that you've identified the activities that do not really add value in your daily life, think about possible improvements.

What could you stop, change, or improve?

Activity that doesn't really help:

Why doesn't this bring any real benefit?

Improvement idea:

What support do you need?



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Did this reflection spark new ideas?

If you'd like to dive deeper into focusing on what truly matters — and explore how Lean Thinking can support you in your everyday life — I'd be happy to connect with you.

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