

## Focus Behavior Blueprint Table Tool

This worksheet helps you evaluate, plan, and improve your focus using four dimensions: Awareness, Adjustment, Accountability, and Alignment.

### Step 1: Identify Your Focus Patterns

Focus Behavior	Description	Rating (1-5)
Awareness of drift	I notice when my focus slips.	
Leak recognition	I know my most common distractions.	
Fast adjustment	I have tools to recover focus quickly.	
Time protection	I block time for deep work.	
Daily reflection	I check in on my focus daily.	
Accountability	I share or track my focus progress.	

### Step 2: Map Your Focus Leaks

Focus Leak / Distraction	Frequency (x/week)	Trigger or Situation	Impact on Work or Mood

### Step 3: Set Your Personal Focus Protocol

Focus Protocol Element	Your Entry
Best Focus Time	
Best Focus Location	
#1 Focus Leak	
Minutes of Deep Work per Day	
Silence Notifications From	
Silence Notifications To	
Tool/Method to Track Focus	
Daily Focus Review Time	

### Step 4: Connect Focus to Meaningful Outcomes

Reflection Prompt	Your Response
When I focus well, I feel...	
When I don't focus, it costs me...	
Staying focused helps me achieve...	