



THE REAL PLANNER

Productive Life, Everyday Wellness

TRP WORKBOOK:
PRODUCTIVITY CORE MODULES

Pick 3 values from below

1	2	3
Achievement	Freedom	Personal development
Advancement	Friendships	Physical challenge
Affection	Growth	Pleasure
Arts	Good humour	Positivity
Authenticity	Helping other people	Power and authority
Challenging problems	Helping society	Privacy
Change and variety	Honesty	Public service
Close relationships	Independence	Purity
Community	Influencing others	Quality of what I take part in
Commitment	Inner harmony	Quality relationships
Compassion	Innovation	Recognition
Competence	Integrity	Religion
Competition	Intellectual status	Reputation
Consistency	Involvement	Respect
Cooperation	Job tranquility	Responsibility / Accountability
Courage	Knowledge	Security
Creativity	Leadership	Self-respect
Decisiveness	Leisure	Serenity
Democracy	Location	Service to others
Dependability / Reliability	Loyalty	Sincerity
Ecological awareness	Market position	Sophistication
Economic security	Meaningful work	Stability
Education	Merit	Status
Effectiveness	Money	Supervising others
Efficiency	Motivation	Sustainability
Environmentalism	Nature	Time freedom
Ethical practice	Order / Stability / Conformity	Truth
Excellence	Open-mindedness	Wealth
Fame	Optimism	Wholesome
Family	Passion	Wisdom
Fast living	Patriotism	Working under pressure
Financial gain	Peace	Working with others
Fitness	Perseverance	Working alone

UPHOLDERS

want to know what should be done.

Dealing with an UPHOLDER

- They readily meet external and internal expectations.
- They're self-directed, so they can meet deadlines, work on projects, and take the initiative without much supervision.
- They enjoy routine and may have trouble adjusting to a break in routine or sudden scheduling changes.
- They hate to make mistakes, and because of that...
- They may become very angry or defensive when you suggest that they've dropped the ball or done something wrong.
- They put a high value on follow-through. Don't tell them you're going to do something, and then not do it.
- They may need to be reminded that, unlike them, others aren't necessarily comforted or energized by getting things done.
- They may have trouble delegating responsibilities, because they suspect the others aren't dependable.

QUESTIONERS

want justifications.

Dealing with a QUESTIONER

- They question all expectations; they meet an expectation only if they believe it's justified.
- They put a high value on reason, research, and information.
- They follow the advice of "authorities" only if they trust their expertise.
- They follow their own judgement-sometimes when it flies in the face of experts who (allegedly) know more.
- Their persistent questioning may make them seem uncooperative or defiant.
- They hate anything arbitrary-anything like "Five garments to a fitting room."
- They may dislike being questioned themselves; they consider their actions carefully so they find it tiresome or even insulting to be asked to justify their decisions.
- They have have trouble delegating decision-making, because they suspect that others don't have sufficient basis for action.

OBLIGERS

need accountability.

Dealing with an OBLIGER

- They readily meet outer expectations, but struggle to meet inner expectations.
- They put a high value on meeting commitments to others-"I'll do anything for a client/patient/family member".
- They require deadlines, oversight, monitoring, and other forms of accountability.
- They may have trouble setting limits on others' demands.
- They may be exploited by people who take advantage of them, and because of that...
- They feel resentful and fall into Obliger-rebellion.
- They may have trouble delegating, because they feel that some expectations attach to them personally.
- They must have systems of external accountability in order to meet inner expectations.

REBELS

want freedom to do something their own way.

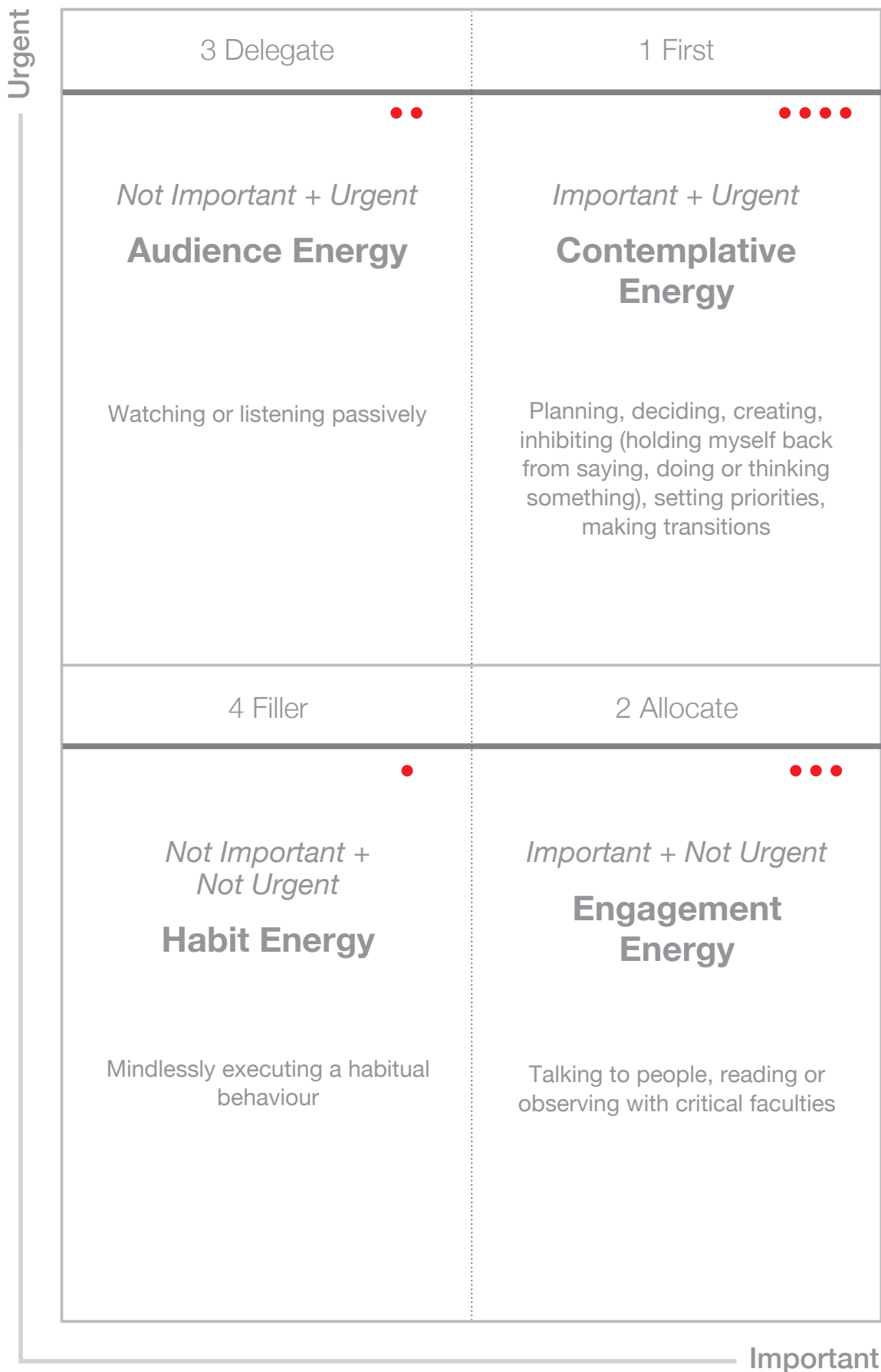
Dealing with a REBEL

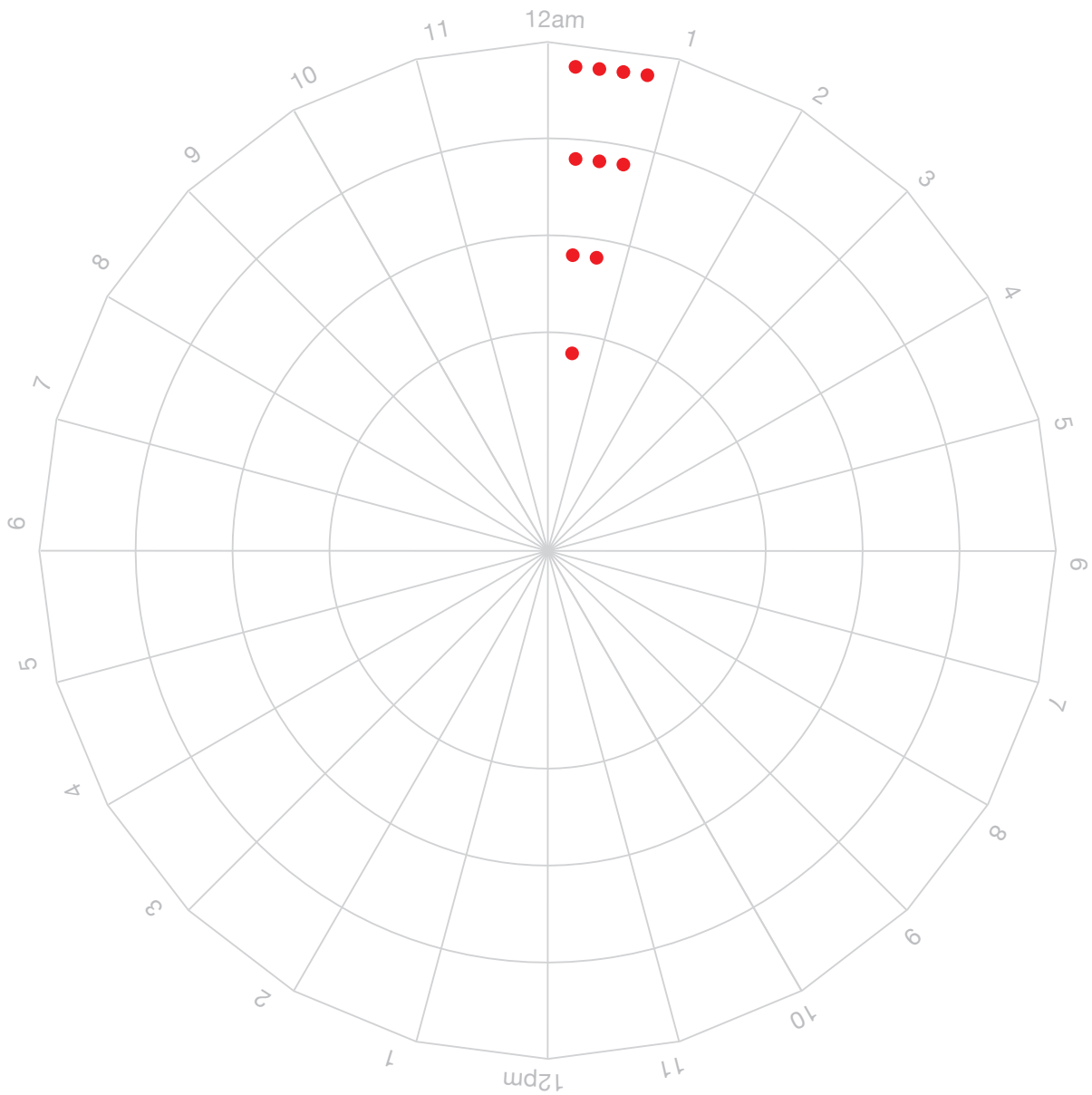
- They resist both outer and inner expectations. They put a high value on freedom, choice, self-expression, and authenticity.
- If someone asks or tells them to do something, they're likely to resist, and because of that...
- They may be easy to manipulate by using their spirit of resistance: "I'll show you," "Watch me," "You can't make me," "You're not the boss of me."
- They may choose to act out of love, a sense of mission, belief in a cause.
- They have trouble telling themselves what to do-even when it's something they want to do.
- They may love to meet a challenge in their own way, in their own time.
- They don't respond well to supervision, advice, directions, or routines, schedules, or doing repetitives tasks.
- If they're in a long-term relationship in work or romance, their partner is probably an Obliger.

Follows the numbers and fill up the chart step by step

Free Time Analysis

365 Days			
Weekends	Public Holidays	Annual Leaves	Sick Leaves
1	1	1	1
Work Days	Bonus Days	Total Days	Notes
2	3	4	<p>Discipline Rating How discipline you are utilising the free time for something purposeful. Rate from 1-10.</p> <p>Total amount of free hours per day All the free hours in a day including the free hours during your work time.</p>
<p>How to calculate 365</p> <ul style="list-style-type: none"> - Weekends - Public Holidays - Annual Leaves - Sick Leaves <hr/> <p>Work Days</p>	<p>How to calculate Work Days</p> $\times \text{Total amount of free hours per day}^*$ $\div 24$ $\times \text{Discipline Rating}^*$ $\div 10$ <hr/> <p>Bonus Days</p>	<p>How to calculate</p> <ul style="list-style-type: none"> Weekends + Public Holidays + Annual Leaves + Bonus Days <hr/> <p>Total Days</p>	
5			How to calculate
Total Hours			Total Days x 24
Divide into 3 parts			
1/3	1/3	1/3	
<p>This is the time you do not included into the total free hours because you are not being productive.</p> <p>Sleep Hours</p>	Awake Hours	Awake Hours	+
6			
Total Free Hours			
Total Awake Hours			





● **Habit Energy (Low)**
Mindlessly executing a habitual behaviour.

●● **Audience Energy (Moderate)**
Watching or listening passively.

●●● **Engagement Energy (Medium)**
Talking to other people, reading, or observing with critical faculties.

●●●● **Contemplative Energy (High)**
Planning, deciding, creating, inhibiting, setting priorities, making transitions.