Write your *manifesto.*

A manifesto is a short set of principles you make decisions by. Work through the five steps below, then copy your final tenets onto a single page and put it somewhere you'll see it every day.

1 Look back before you look ahead.

When has your work felt most like you? What was true about how you did it?

2 Name what you won't compromise.

What would you regret trading away for a quick win?

3 Write each belief as a tenet.

A short command, then a sentence on why it matters.

Example: **Run your race.** Don't worry about what others are doing. You aren't accountable for their work, and they're not accountable for yours.

	THE COMMAND	THE REASON
01		
02		
03		
04		
05		
06		
07		
08		

4 Keep it short. Test every tenet.

Aim for five to ten. Keep only the ones that pass.

- ☐ **Would it change a decision I make this week?**
- ☐ **Could someone see it in my work without my saying it?**
- ☐ **Is it mine,** or did I borrow it because it sounds good?

5 Put it where you'll see it, and use it.

WHERE IT WILL LIVE

I'LL REVIEW IT AGAIN ON

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