

Summary of Ideas from The Power of Full Engagement

by Jim Loehr and Tony Schwartz

Objective

To build the necessary capacity to sustain high performance in the face of increasing demand.

Full Engagement Principles

1. Managing energy, not time, is the key to high performance.
2. Full engagement requires drawing on four separate but related dimensions of energy:
 - Physical
 - Emotional
 - Mental
 - Spiritual
3. Because energy capacity diminishes with both overuse and underuse, we must learn to balance energy expenditure with intermittent energy renewal.
4. To build capacity, we must push beyond our normal limits, training in the same systematic way that elite athletes do.
5. Positive energy rituals—highly specific routines for managing energy—are the key to full engagement and sustained high performance.

Barriers to Full Engagement

Negative habits that block, distort, waste, diminish, deplete, and contaminate stored energy.

The Full-Engagement Training System

Remove barriers by establishing strategic positive energy rituals that ensure sufficient capacity in all dimensions.

Sustained High Performance

1. Most of us are under trained physically and spiritually (not enough stress) and over trained mentally and emotionally (not enough recovery).
2. Sustained high performance is best served by assuming the mentality of a sprinter, not a marathoner.
3. Over the span of a 30 to 40 year career, performance is optimized by scheduling work into 90- to 120-minute periods of intensive effort followed by shorter periods of recovery and renewal.

Most Important Physical Energy Management Strategies

Physical energy is the fundamental source of fuel in life. If you don't have enough physical energy, you won't have adequate emotional and mental energy. That's why it's imperative to eat right, get enough rest, and exercise regularly. Making that commitment will give your body and mind the best kind of energy.

1. Go to bed early and wake up early.
2. Go to sleep and wake up consistently at the same times.
3. Eat 5 to 6 small meals daily.
4. Eat breakfast every day.
5. Eat a balanced, healthy diet.
6. Minimize simple sugars.
7. Drink 48 to 64 ounces of water daily.
8. Take breaks every 90 minutes during work.
9. Get some physical activity daily.
10. Do at least two cardiovascular interval workouts and two strength training workouts a week.

Primary Capacities/Skills

<u>Physical</u>	<u>Emotional</u>	<u>Mental</u>	<u>Spiritual</u>
Heart and lungs	Self-Confidence	Focus	Character
Abdominals	Self-Regulation	Realistic Optimism	Passion/Commitment
Shoulders and Back	Interpersonal Effectiveness	Time Management	Integrity
Legs	Empathy/Caring	Creativity	Service to Others
Arms			

Supportive Habits/Skills

<u>Physical</u>	<u>Emotional</u>	<u>Mental</u>	<u>Spiritual</u>
Sleep	Patience	Visualization	Honesty
Exercise	Openness	Positive Self-Talk	Integrity
Diet	Trust	Positive Attitude	Courage
Hydration	Enjoyment	Mental Preparation	Persistence

Eight Steps to Balancing Your Energy

1. Change Your Eating Habits.

Food is your only source of energy, so consciously eating to maintain energy will have an impact. The two most important things you can do are: (1) Eat breakfast to get your metabolism rolling every morning. (2) Stabilize your blood sugar by eating a snack at least every two hours.

2. Balance Your Recovery Time.

With any major energy expenditure in your day, create a wave of recovery to balance the scales, which means taking time to relax, breathe deeply, and settle down.

3. Create Rituals.

Most people have very little will and discipline. Building rituals into your time will help you keep your commitments. Your rituals should be as rigid as possible so that they become automatic over time.

4. Be Positive.

Whatever you're doing that you consider a struggle, invent ways to look at it more positively. Shift from negative to positive thinking to start really enjoying your life.

5. Stop Multitasking.

When you're doing more than one thing at one time, you're not giving all of your energy to anything. Focus on the most important thing at that moment to save energy in the long run.

6. Know What Matters to You and Focus on What Matters to You.

The only way to make your life extraordinary is to know what extraordinary means to you. On your dying day, what criteria could you use to measure the success of your life?

Once you know what matters, set your priorities accordingly. Use rituals to help you make sure to spend enough time every day on the things you care about.

7. Beat "Energy Vampires."

"Energy vampires" are negative drains on your life. Beating them is often a matter of making good choices. Ask yourself how important the things draining your energy really are. Eliminate the ones that aren't included in your core list of values or desires.

8. Use Your Stress.

Instead of trying to eliminate your stress or stormy periods in your life, use them and recognize that these periods are your best times for growth.