



10 WAYS

TO FIND MORE TIME TODAY

with peace, not pressure

1. PURPOSE
2. POWER
3. PRIORITIES
4. REALLY MINE?
5. REDUCE
6. ELIMINATE
7. ENERGY
8. DELEGATE
9. DELAY
10. AUTOMATE

HELPING YOU FIGHT DISTRACTIONS & FIND TIME

REQUEST YOUR FREE CLARITY CALL AT THINK-TIME.COM



10 Ways to Find More Time Today

You can't actually get more hours in a day—but you *can* make the hours you have feel abundant. The difference? How you choose to spend them. These 10 strategies will help you clear distractions, reclaim energy, and focus on what matters most.

1. Purpose

Be clear on what matters most.

Example: Instead of filling your week with errands, schedule intentional time with your kids.

2. Power

Leverage ADHD hyperfocus by blocking large chunks of time.

Example: Use one Saturday for deep work instead of 20 distracted spurts.

3. Priorities

Focus on the 20% that creates 80% of results.

Example: Prepping your summit talk > reorganizing Dropbox.

4. Really Mine?

Ask: Is this truly my responsibility?

Example: Hand back tasks that belong to someone else.

5. Reduce

“Good enough” is often enough.

Example: Use batch cooking or meal kits instead of gourmet dinners nightly.

6. Eliminate

Cut what no longer matters.

Example: Leave a committee that doesn't align with your purpose.

7. Energy

Protect sleep, nutrition, and self-care.

Example: A rested brain does a 2-hour project in 2 hours—not 6.

8. Delegate

Use a delegation matrix.

Example: Have older kids handle laundry; hire a VA for uploads.

9. Delay

Important ≠ urgent.

Example: Rebrand later; launch the summit first.

10. Automate

Systems free brainpower.

Example: Automate grocery delivery, coaching scheduling, or family allowances.

Want to Go Deeper?

Inside the Think Time™ Membership, we practice these strategies every week, month, quarter, and year—anchored in a whole-brain framework that changes everything. You'll get tools, coaching, and a community to help you get the right things done in less time, with peace, not pressure.

👉 Join the Membership Today at <https://think-time.com/membership>