MY PERSONAL OS MANUAL

"To know thyself is the beginning of wisdom."

— *Socrates*

Powering On/Processing Speed/Optimum Performance

Item	Comments
What energizes me? What depletes me?	
When am I most functional? When/how/where do I feel most like me?	Is it possible to arrange my life to accommodate these?
What is my processing speed?	Will my most important programs run on it?
What are my personal quirks?	Are they affecting my performance?

Organizing Your Files

Item	Comments
What am I using to manage my life?	Calendars, to–do lists/apps, reminders, etc.

System Preferences

Item	Comments
What do I prefer?	In food, clothing, anything in my life that affects ME
What do I most value?	
What are my pet peeves?	Are they contributing to the problem at hand?

Running Programs

Item	Comments
What in my life MUST come first, before any other programs?	Priority management
What makes things go smoothly for me? What throws up road blocks?	What systems can I put into place to ensure my optimum performance?

| What programs (LIFE) am I running? | Can I streamline these? |

Item	*Comments*
What self-care anti-virus program am I running?	Is it up to date and is it sufficient?
How often do am I running my maintenance program?	Is that sufficient?
What does my self-care maintenance look like?	Urgent self-care? Anti-virus to prevent future problems?

Item	*Comments*
How strong are my boundaries?	Am I happy with how they're working?
Is there somewhere I could use a firewall that I don't already have one?	
What does my ideal firewall look like?	Me -> Me Me -> Outside World Household -> Outside World

Item	*Comments*
What are the inevitable irritants in my life?	
Do I have programs to manage these?	Do they work? How well do they work?

Item	*Comments*
Power on and back off	Sleep to fix
Percussive maintenance	Exercise
Can my processor handle the programs I'm throwing at it?	
Check my RAM usage	75% rule
Call an expert	Doctors, therapists, life coaches, personal trainers/yoga teachers