

Capacity Check Tool

Purpose

To help you check in with your energy and choose what fits *right now* — not what's expected.

Step 1: Pause & Notice

Take one breath.
Then answer honestly:

Right now, my capacity feels like:

- ☐ Low
- ☐ Moderate
- ☐ Steady
- ☐ Full

(There's no "correct" answer.)

Step 2: Name What Fits

Complete the sentence:

"Given my current capacity, what fits for me right now is..."

(Think: effort, time, emotional energy — not perfection.)

- _____
 - _____
 - _____
-

Step 3: Release What Doesn't

Write one thing you can **adjust, delay, or set down** today:

Letting go isn't giving up—it's **adjusting**.

Step 4: Gentle Check

Answer one:

What happens when I respect my capacity?

or

What tends to happen when I ignore it?

Reflection

Capacity changes.
Sustainability comes from honoring what fits — not forcing what doesn't.
