

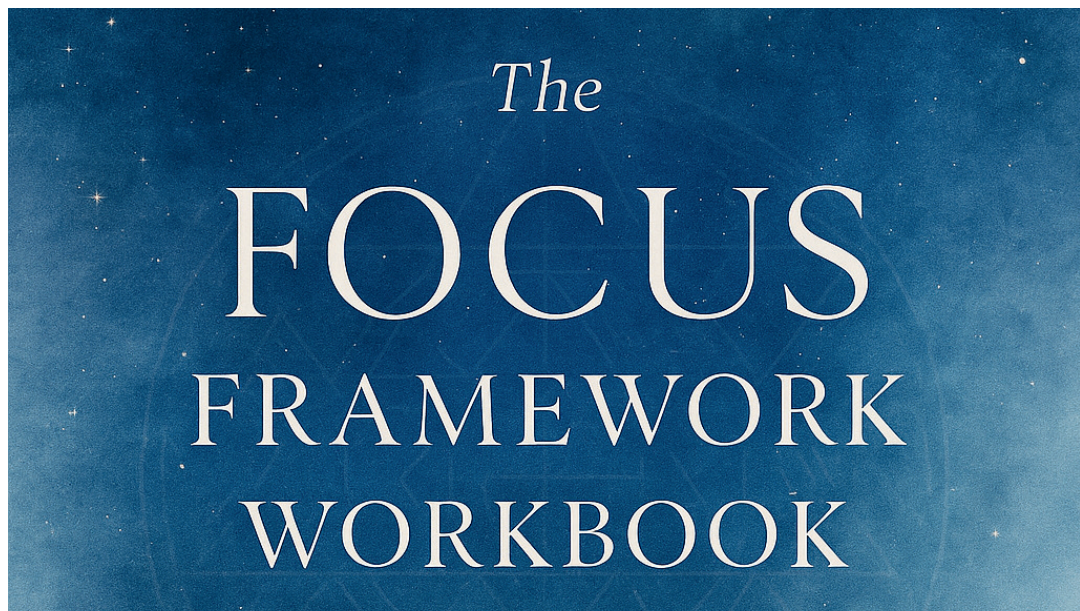
workbook

FOCUS FRAMEWORK



A 5-STEP DAILY PRACTICE FOR REBUILDING
FROM CHAOS, ONE CLEAR CHOICE AT A TIME.

Zaje' Brown-Richardson



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THE FRAMEWORK

Each letter of FOCUS invites you to slow down, realign, and take powerful yet gentle action. Use the prompts and practices in this workbook to reconnect with what truly matters and build from there.

You can do one each day to begin. You may need time to answer each question. It'll become easier to do all at once as you practice.

I go more in depth on the way to integrate these principles into your life in my book, **Happy Habits**.

Also, check your email for daily emails to accompany each day's step of the FOCUS Framework.

01

Find What's True:

Pause and get honest: What do I actually feel? What's mine, and what's just noise?

02

Own Your Role:

You can't change everything—but you can own your response. Take the wheel, gently.

03

Choose What Matters:

Prioritize based on alignment, not anxiety. What needs your attention today?

04

Use What You Have:

You already have tools, strength, wisdom. Start with what's already within you.

05

Show Up!

You don't need a breakthrough. You need a rhythm. Consistent steps shift everything.



F – FIND WHAT’S TRUE

This is where you breathe.

This is where you ask your Self:

“Who said that?
What’s the truth beneath the thought?
Is this helpful, or is this habit?”

Find YOUR voice.



O - OWN YOUR ROLE

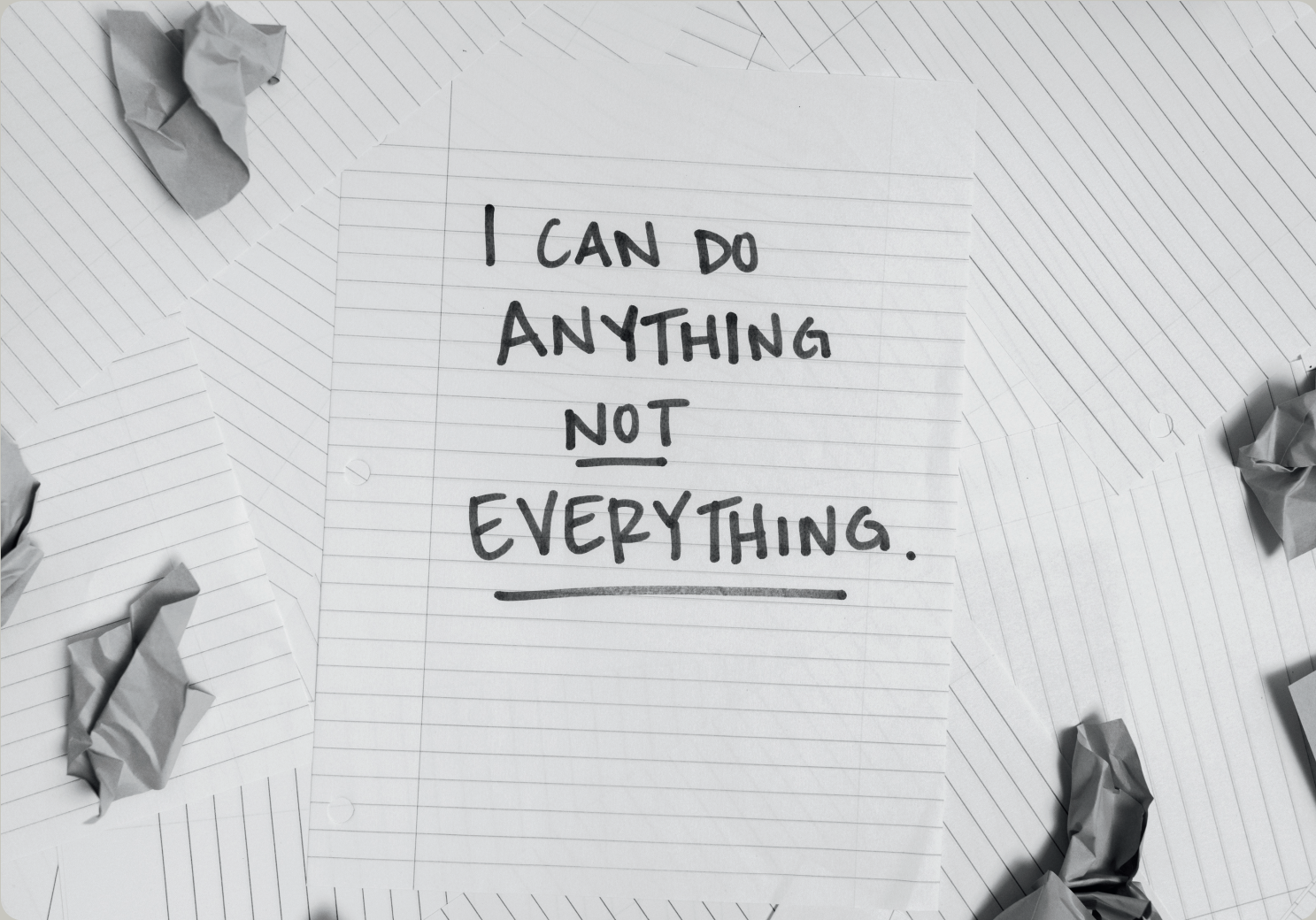
This is where you take real ownership.

This is where you remove blame and be honest:
what do you do to contribute to this situation?

What did you now realize you allowed?

What can you take responsibility for?
Because this is YOUR life.

Choose how you meet it.



I CAN DO
ANYTHING
NOT
EVERYTHING.

C - CHOOSE WHAT MATTERS

HINT: YOU MATTER.

You have to be your priority.
You have to be able to say
"I'm proud of me and what I did."

Ask: "What can I do for my Self right now?
How can I best support me?"

Simplify your to-do list and write your top 1-2 focus points
(based on energy, not just tasks).

C - Choose What Matters

Use this space to write.



U - USE WHAT YOU HAVE

Return to your own voice, body,
and breath.

Ask: "What do I already know?
What can I already use?"

What do you have access to?
Doesn't matter how big or small.

Everything you have is valuable.
Everything you ARE is valuable.



U - Use What You Have

Use this space to write.





S - SHOW UP!

You build confidence and self-esteem by
showing up for your Self.

Take one aligned micro-action right now.

Track consistency over intensity.

Celebrate yourself for following through!

S - Show Up!

Use this space to write.



Don't forget to celebrate your Self!

I'm proud of you!

For more of my offerings, visit

dotsinspace.com

