



PLANNING

for Success



**REDUCING
DELAY**



No more

excuses

WORKBOOK

+ Action Plan

ABOUT THIS WORKBOOK

This workbook was designed to support you in starting your Arabic journey with confidence.

May Allah accept our efforts &
guide us all toward what is pleasing Him
Ameen

- DISCLAIMER -

This workbook is intended for participants of the
Online Training
Planning for success
ONLY

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Introduction

Barakah

DIVINE GOODNESS REFERRING TO THE _____ OF GOOD, OF KHAIR WE CAN GET BY THE _____, THE RAHMA OF ALLAH.

- THE ABILITY TO ACHIEVE MORE WITH LITTLE _____,
- OF DOING MUCH IN LITTLE _____,
- AND GENERATING A LOT WITH LITTLE _____.

So how can I get Barakah in my time.

PLACING _____ AT THE CENTER

NOTES

THE STORY OF THE CLOUDS

I ESTIMATE THE PRODUCE OF THE GARDEN AND
DISTRIBUTE ONE-THIRD OF IT IN CHARITY, I SPEND
ONE-THIRD ON MYSELF & MY FAMILY AND INVEST ONE-
THIRD BACK INTO THE GARDEN.”

[Sahih Muslim]

NOTES

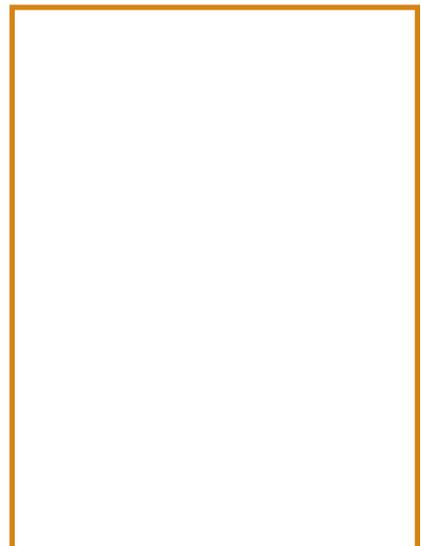
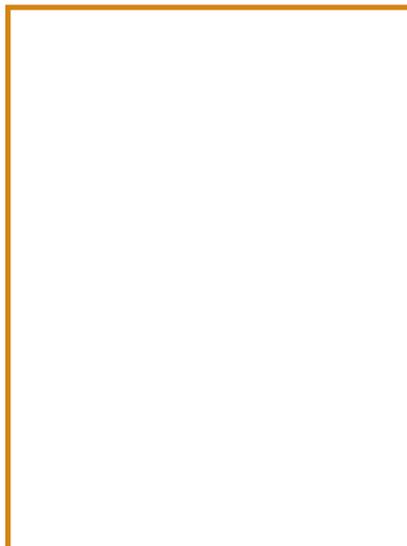


- DIVIDING OUR TIME -

CONSUME

INVEST

DONATE





الأولويات

PRIORITIES

NOTES

- DIVIDING OUR TIME -

CONSUME

INVEST

DONATE

Action Plan

#5: REDUCING DELAY



Al hamdulil'Allah, you have reached the end of this section & it's time to get to work sister! Read & complete this action plan.

Take it ONE STEP AT A TIME!

3- FINDING BARAKAH

Identify your top three Most Important Tasks (MIT) for consuming, investing, and donating your time. Answer the questions to guide you.

CONSUME

what does your current season of life look like?

What activities do you have to prioritize to fulfill your obligations?

CONSUMING - MITs

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-
-

INVESTING

Am I currently investing in myself? if yes, How or If no, Why not?

What do I currently struggle with most?

What activities could help support me?

INVESTING - MITs

-
-
-

Are there any activities or commitments in my schedule that do not align with those priorities?

DONATING

Am I currently supporting others with my time? How?

How do I want to contribute my time to support others?

What activities could I engage in to support others?

DONATING - MITs

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-

-

Are there any activities or commitments in MY schedule that will make it difficult to achieve these priorities?