

TIME MATTERS EXPERT SERIES:

*How to focus your productivity so you can reach your goals
And
Create your peaceful joy-filled life.*

ACTION SHEET



Suzi Petrozzi

Suzi Petrozzi is a mentor, clinical psychologist, sought after speaker and an expert in the field of wellness psychology and human potential. She is also a director of the award-winning Petrozzi Wellness Centre, in Leichhardt, Sydney.

Working as a clinical psychologist for over 13 years led Suzi to develop her own model and coaching practice with a focus on wellness and enhancing human potential.

Her true passion is empowering women to reach their full potential and live a life of purpose and fulfillment. Whether it's stress, anxiety, grief, trauma or the need for new direction in life, Suzi has remarkable ability to connect with women and guide them through their journey to simplify challenges and make life easier.

From the interview:

1) How and when did you make the biggest shift in your own focus?

- Many different times moving from country to country as a kid.
- When I had my children, what I learned was that I needed to be vulnerable and accept changes that were happening, allowing them to shift, and then things became clearer.
- I needed to get out of my head and be vulnerable and get clear.

2) How and when did you make the biggest shift in your own productivity?

- I started to write things down on pen and paper. There was such power in using pen and paper.
- I started to journal a lot to really clear all the mental clutter and overanalyzing that was getting in the way of getting things done. Through this I learned how to write down goals.
- Writing down my vision helped me to get clear on what REALLY needs to get done now.

3) What is your personal “secret move” or unique recommendation for easily increasing focus?

- Be clear on what you want and why you want it. You need to experience all of who we are we need to allow all emotions without judging.
- Get out of your head.
- Use the 3 A's
 - Allow experience
 - Acknowledge them
 - Accept emotions without judgment. Let go of “shoulds” and “musts” that lead to overwhelm.

4) What is your personal “secret move” or unique recommendation for easily increasing productivity?

- Listen to what feels right to you. Sometime the most important thing to do is to do nothing for a moment and clear your mental space then choose what feels right to you which paves the way for productivity.
- Give yourself permission to play and have your list your daily, weekly, monthly goals.
- The next thing is to set boundaries around what you do by asking these 3 questions:
 - Am I doing this out of guilt, obligation or if I want to?
 - Am I doing this out of obligation?
 - Am I doing this because I want to?
- Learn how to say “no” from a place of integrity.
- Make heart centered goals. Goals that are connected to a sense of purpose or meaning for you. You need a deep down WHY you want to do your goals in order to sustain motivation for the long-term and get things done.

5) What is your best tip for entrepreneurs and professionals who want to easily meet their business goals and have a productive peaceful joy-filled life?

- Be present to your own experience and be authentic.
- Be in your power.
- Be on purpose.
- Overwhelm—the more time I took out to be and experience myself, the more things started to settle and clear. Give yourself permission to do nothing in a way that allows you to experience the present moment.
- If you are caught up in the “I’m so busy syndrome” give yourself permission to just BE -- more and things will fall into place.

6) What is the unique transformation you offer with your work?

- I teach busy professional women how to reconnect to who they really are so they can become more fulfilled and at peace with themselves.

7) How can our listeners learn more about you and your work?

- Free gifts at www.TimeMattersExperts.com/replay look for Suzi and click the Free Gift button next to her.
- 20 minute guided meditation to get out of your head and clear the mental clutter and come back to who you really are.
- Workbook—6 questions to unleash clarity, calm, and confidence to take the next step and move forward.

8) Last comments:

- Get started with the guided meditation.

Your Notes: