**Assessment Time!**

**Where your time is really going**

Please list the tasks you work on in an average week (i.e., answer emails, schedule client appointments, consult with clients, send meeting notes, etc.). Next to each task, add an approximate dollar amount you could pay someone to do these ($15/hour, $30/hour, etc.).

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| **All tasks you handle in an average week** | **$ per hour** |
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**Your worth per hour (or how much you charge per hour): $**\_\_\_\_\_\_\_\_\_\_\_\_

***Insights:***