

# THE ONE-PAGE EXECUTIVE RESET CHECKLIST

Elevated Lifestyle Home | Continuous Performance Architecture

1. **[ ] THE 60-SECOND PRE-FLIGHT FILTER**
  1. Formulate one explicit strategic outcome required from your presence before joining the call.
  2. Write down this singular objective at the top of your physical workspace page.
  
2. **[ ] PHYSICAL MONOTASKING ISOLATION**
  1. Shut down all secondary browser windows, email clients, and background communication streams.
  2. Maximize the primary meeting interface to create a single, undisturbed focal field.
  
3. **[ ] KINETIC ANCHORING ENGAGEMENT**
  1. Move your hands away from the keyboard and place a premium, heavy-weight paper notebook open.
  2. Track the discussion using the three-part conceptual method: Anchor, Friction, and Path.
  
4. **[ ] PHYSIOLOGICAL RESET INTERVENTION**
  1. Shift your gaze entirely away from the monitor screen every twenty minutes of call duration.
  2. Focus on a distant physical point for ten seconds to dilate your visual field and lower tension.
  
5. **[ ] THE CALENDAR BUFFER DEFENSE**
  1. Adjust default calendar software settings to conclude sessions automatically at the 25 or 50-minute mark.
  2. Dedicate the remaining open minutes exclusively to hydration, physical movement, and screen absence.
  
6. **[ ] THE TWO-MINUTE POST-CALL WRAP**
  1. Spend exactly 120 seconds extracting a maximum of three crisp operational milestones.
  2. File these paths immediately into your primary project tracking tool to completely clear your working memory.