

Winning Clarity LLC
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The Winning Clarity Filter™

Make better decisions. Focus on what actually drives growth.

Step 1: Define Your Top Priorities *(Limit to 1–2 max for the next 30–60 days)*

My #1 Priority:

→ _____

My #2 Priority (optional):

→ _____

Step 2: Run Everything Through the Filter

Before you say yes, commit time, or take action—pause and ask:

1. Alignment

Does this directly support my top priority right now?

- Yes → Continue
- No → Eliminate or delay

2. Necessity

Is this essential—or just a good idea?

- Essential → Continue
- Just a good idea → Park it

3. Consequence - What happens if I *don't* do this?

- Real consequence → Consider carefully
- No real impact → Let it go

Step 3: Make a Clear Decision - Based on your answers:

- FOCUS** → This supports my priority. I will commit to it.
- DELEGATE** → This matters, but I don't need to own it.
- DELAY** → This may matter later, not now.
- DELETE** → This is creating noise. I'm letting it go.

Step 4: Eliminate the Noise

What I am choosing to **STOP** or **PAUSE**:

→ _____
→ _____
→ _____

Step 5: Weekly Clarity Reset (10 Minutes)

At the start of each week, ask:

- What are my top 1–2 priorities this week?
- What's trying to distract me from them?
- What will I intentionally say NO to?

Simple Reminder

*Clarity isn't about knowing everything.
It's about knowing what matters most—and acting on it consistently.*

Clarity → Focus → Results