

# Noise Audit Checklist

**Identify what is shaping your attention before it shapes your decisions.**

A stewardship-first resource for creating order before adding more tools.

## Purpose

This checklist helps you identify the people, platforms, inputs, commitments, alerts, and internal loops creating unnecessary noise. The goal is not silence for its own sake. The goal is clearer stewardship.

## How to use this resource

Move quickly. Score honestly. Circle the highest-noise areas. Choose three cleanup actions for the next 24 hours. Do not install another app to avoid making a decision.

## 1. Quick Noise Score

Score each area from 1 to 5. Frequency means how often it interrupts you. Emotional residue means how much it stays with you after the moment passes. Mission relevance means whether it actually belongs in this season.

Noise source	Frequency 1-5	Emotional residue 1-5	Mission relevance 1-5	Action: Reduce / Review / Keep
Notifications and alerts				
Messages, texts, or group chats				
Email and inbox pressure				
Social media or content feeds				
Meetings, calls, or obligations				
Unfinished decisions and open loops				
Relational tension or unclear expectations				
Internal rumination, fear, guilt, or hurry				

## 2. Checklist: What Is Making the Most Noise?

Check anything that is currently true. These are clues, not accusations.

- I check messages before I know what the day requires.
- I am reacting to other people's urgency more than my actual responsibilities.
- I have too many unfinished commitments living in my head.
- I keep consuming content that leaves emotional residue but gives no clear instruction.
- I have tools, apps, or systems I started but do not maintain.
- I am avoiding one hard decision by staying busy with smaller tasks.
- My attention is being shaped by alerts more than by assignment.
- I have relational promises I have not followed up on.
- I feel guilty when I rest because the loops are still open.
- I need order, not another input.

### 3. Sort the Noise

Use this table to decide what to reduce now, what to review later, and what to keep intentionally.

Decision	Prompt	Your answer
Reduce now	What input, alert, meeting, feed, or obligation needs a boundary this week?	
Review later	What may still matter, but does not need immediate access to your attention?	
Keep intentionally	What input or rhythm is actually helping you steward well?	
Clarify	What commitment or expectation needs a plain conversation?	
Close	What open loop can be closed in under 15 minutes?	

### 4. Same-Day Cleanup Plan

Choose only three. The point is movement, not a heroic overhaul.

#	Cleanup action	When I will do it	Done?
1			
2			
3			

### 5. Noise Boundary Statement

Write one sentence that names the boundary you are choosing this week.

This week, I will reduce:	So I can give attention to:

#### Closing reminder

Noise is not only loud sound. It is anything that gets permission to shape your attention without earning that responsibility.

**Next step: Use the What Am I Carrying Worksheet if the noise is revealing deeper burdens, false responsibilities, or neglected follow-through.**