

## Power up next year with a little reflection

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Step 1 - Make a list of **what you did well** this year. Start each one with the word, "I". E.g. "I started a new online business selling pencils".

Lined writing area consisting of 25 horizontal dotted lines for taking notes.

Step 2 - Pick the **best five** things from the previous page and write down what you did to make them happen.

**1**    what you achieved

.....

what you did to make it happen

.....

.....

**2**    what you achieved

.....

what you did to make it happen

.....

.....

**3**    what you achieved

.....

what you did to make it happen

.....

.....

4

What you achieved

.....

What you did to make it happen

.....

.....

5

What you achieved

.....

What you did to make it happen

.....

.....

Think about what you did that led to things turning out as you'd hoped. Identify three of them and write them below.

**I achieved what I'd hoped because:**

1

.....

2

.....

3

.....

E.g. "I sent a helpful email newsletter to my list once a month"



Step 4 - Pick **five** things from the previous page and write down what you might have done to avoid them. E.g.: "I didn't write any blog posts this year."

Don't forget to be honest with yourself. *This isn't about blame*, it's about making next year an awesome one!

1

What didn't go so well

.....

What you did or didn't do to make it happen

.....

.....

2

What didn't go so well

.....

What you did or didn't do to make it happen

.....

.....

3

What didn't go so well

.....

What you did or didn't do to make it happen

.....

.....

4

What didn't go so well

.....

What you did or didn't do to make it happen

.....

.....

5

What didn't go so well

.....

What you did or didn't do to make it happen

.....

.....

Think about the reasons you wrote for things not turning out as you'd hoped. Identify three of them and write them below.

**I didn't achieve what I'd hoped because:**

1

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2

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3

.....

E.g. "I didn't use Pinterest to pin images of my new t-shirts"

Step 5: Take the three things you did well in step 2 and commit to keep doing them next year. Write them down below.

Next year, I'm going to continue:

1

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2

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3

.....

Take the three reasons you didn't do so well from the end of step 4 and turn them into positive goals that have a time element.

E.g.: If one of the reasons was that you never posted to your blog, create a goal to post to your blog once a week. I've underlined the time element but the period you choose is up to you.

Next year, I will also:

4

.....

5

.....

6

.....

You now have six goals to work with throughout the new year! Great work. Don't forget to review your progress regularly.