



# ANNUAL REFLECTION

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As leaders and entrepreneurs we have full lives and it can be easy to let time slip by without making the space to reflect on both the personal and professional. It's time to look back on your year and take stock of what you have achieved. Since there's no easy separation between what's going on in your personal life and your professional life, we're instead giving you "Personal" and "Professional" buckets in a side-by-side format.

This worksheet will help guide you in reviewing your year *and* help prepare you for the upcoming year. Many people are pleasantly surprised when they do this review, as they see just how much they have done and it can help motivate them for the year ahead and give them an opportunity to see what most supported their best work.

The goal of the questions that follow is to give you a quick way to reflect over the last year from a growth-oriented, holistic perspective and take strong steps forward in the coming year.



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**PERSONAL**

**PROFESSIONAL**

Looking over the last year, what 3 things are you the most proud of?

Looking over the last year, what 3 things most challenged you?



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Looking over the last year, what have been your Top 3 lessons learned or reaffirmed?

Looking over the past year, who have been the key members of your success pack? How did they support you?



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What are your Top 3 goals for next year?

What needs to change for you to achieve those goals?

What sprints, strategic projects, or experiments could you run to help you achieve those goals?



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Who might be able to support you with those sprints, projects, or experiments?

When will you reach out to those people?