

SET THE STAGE

At least once a year, make time to reflect on your experiences and intentionally plan for what's next. Here's a guide to help you.

- Schedule time for you.
- Get creative - buy a journal, colored pens, poster board, magazines with lots of images, glue, etc.
- Create the mood - Go to your favorite place, play music, light candles, make a pot of tea, or your favorite beverage handy.

LOOK BACK

STEP

01

Think about a time when you felt proud, courageous, joyful, regretful. Feel those feelings. Write about them. Draw. Find pictures. Explore that time again, and don't hold back.

- What am I most proud of?
- Where did I show courage?
- What did I enjoy the most?
- What regrets do I have?
- What lessons did I learn?

DREAM FORWARD

STEP

02

- What will I do differently?
- What new skills or capabilities do I want to learn?
- What do I want to spend more time doing?
- What do I need to stop doing?
- What is my new intention or dream?
- What do I long for?

LOCK IT IN

STEP

03

- What will I commit to doing to move toward my new intention or dream?
- What specific actions will I take, and by when?
- What do I need to hold myself accountable?
- What help do I need?

SHARE

STEP

04

Share your reflections with your coach or a friend, family member or colleague to help bring them to life!



LOOK BACK — DREAM FORWARD — LOCK IT IN