

YEAR PLANNING CHECKLIST

- Did I reflect on my last year?
- Did I set ambitious goals for the year and break them down for the next 1-3 months?
- Did I set out a daily plan to review and incorporate those goals?
- Did I schedule my weekly and monthly calendars with important tasks, goals, & priorities?
- Did I utilize other tools to make my goals come to life? (Vision board, 5 year plan, etc.)