



7 Questions for Your Year-end Review

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In order to make forward progress in the new year, it is important to look at this past year. Applaud your accomplishments, acknowledge those who helped you, express gratitude for good fortune, and evaluate the lessons you've learned. Consider these questions as you reflect.

1. What were your goals or resolutions at the beginning of the year?
2. What steps did you take to achieve those goals?

3. What challenges or setbacks did you encounter?
4. How did you overcome the challenges or adapt to setbacks?
5. Who helped, inspired, or supported you toward achieving your goals?
6. Can you show accomplishment of your goals?
7. What did you learn this year from your efforts to reach your goals or keep your resolutions?

The free *My Year-End Review Packet* is an easy way to document your answers.

1. **What were your goals or resolutions at the beginning of the year?**

Even if you are one of those people who believe resolutions are a waste of time, at some point in the year, you made plans to accomplish a goal, make a change, or begin something new. Maybe you wanted to start a class, or get a new job or a raise. Maybe you wanted to read the books your friends recommended or lose weight. Or you considered ways to make your personal relationships more meaningful and fulfilling. You know what your goals were, you talked about them, or wrote them down in your planner, or shared them on Facebook. Now is the time to look at those goals and write them all down. You might be surprised at what you find.

1. **What steps did you take to achieve those goals?**

Sometimes you don't get any further than making a goal statement. You set other goals, life happens or death interrupts, or you simply change your mind. But for those goals you did pursue how did you move toward

achieving them. Did you take a class or enroll in a course? Did you initiate a new project at work? Were you more open and flexible in your relationship? Did you write out a process or plan with dated deadlines? Were you brave enough to blog or post on Facebook your aims and process to achieve your goals? Next to your goals write down the steps you took to manifest them.

1. What challenges or setbacks did you encounter?

Not only do events of life happening or the unforeseen interruption of death cause challenges or setbacks to achieving goals. You can be confronted with nagging limiting beliefs. You're not smart enough. You don't have time. You're too old, or too young, or too fat, or too married. Some of the setbacks you encounter can be financial or physical. You got sick or had an accident. Or your children or husband or mother were sick. Your position at work was changed or eliminated or you're assigned to another town. Your car broke down. Your house flooded and wiped out your computer hard drive. List the challenges and setbacks for each goal.

1. How did you overcome the challenges or adapt to setbacks?

The severity of some challenges and setbacks may have forced you to change some goals. You may have decided they weren't as important as you thought or they need to be put off for a better time. But some goals were just too important and you pushed forward. Did you get up earlier in the mornings or work late into the night? Did you take two jobs to save money for the new car? Did you cut your work hours to go to school? Did you write a set number of words every day to complete your

book? Did you blog weekly even when you didn't get any likes? Did you spend more time with your loved one? Now list those actions you took to overcome the specific challenges and setbacks to the goals you did fulfill.

1. Who helped, inspired, or supported you toward achieving your goals?

No person is an island, no matter how independent, original, and unique you may be. Other people impact you and help you on your way. Did you have teachers or simply a mentor? Did you have a friend or partner who served to help you stay accountable for sticking to your plan? Did your spouse or partner give you time and space to study, write, or travel? Who actively participated in your projects so that you accomplished the goals you set for yourself? If you wrote a book, who helped you edit, design, publish, and market? If you got a new job, who gave you sterling recommendations, and who helped you feel comfortable in the new workplace? If you lost weight, who helped you stick to new eating habits and exercised with you? What bloggers or personalities were sources of inspiration? Now write down the specific people who were assets for each goal, whether you achieved it or not.

1. Can you show accomplishment of your goals?

Okay, what do you have to show for all of your endeavors? Did you get a new job? Did you publish a book? Did you increase your number of subscribers? Are you driving a new car? Did you get the skills and knowledge you sought from your courses? Is your relationship warmer, closer, happier? Are you smiling when you look in the mirror at a slimmer, healthier you? Have you found the peace and equanimity you sought from your mindfulness practice? Is your family staying healthier

and happier since you changed the food you prepare? Has your volunteer work at the food bank given you a greater appreciation for your job and security? Next to each goal, list what you do have to show or why you don't have anything to show.

1. What did you learn this year from your efforts to reach your goals or keep your resolutions?

Now take time and look at your chart carefully to determine what you learned in this past year? Do you see the value in not setting too many goals or objectives too difficult to reach? Did you find some relationships not worth pursuing? Was the course not what it said it was? Have you learned to be more discerning in the products and services you invest your time and money? Was the discipline of a daily practice worth the results? Do you feel you have grown in any way from pursuing the goals and objectives you worked on? Are you able to share with others the value of the lessons you've learned. This reflection should be a free write, or if you're more verbal, a talk to a friend, or make a recording. This answer is not limited to individual goals but applied to all of your goals as a whole.

At the completion of this process you will have a clear and objective look at the past year. You'll see what you achieved; you'll know what hindered and what helped you. You'll appreciate the people by your side, know what you've learned and feel more confident and focused as you plan for the upcoming year.

CLICK HERE to receive your free *Year-End Review Packet* to motivate you to take this time out for reflection before jumping into plans for 2016. Do share what you discover doing your year-end review in the comments below.

Skywalker Payne's most recent book is *Beyond the Medical Industry – Vitality Through Mindfulness and Gratitude* available at skywalkerpayne.com