

Business Reflection Worksheet

A quiet moment of reflection can reshape the year ahead. This worksheet gives you a simple structure to look back on the year you have just lived and make thoughtful decisions about what you want more of, what you want less of, and where you want to grow next.

It is about noticing what worked, what drained you and what deserves attention. These pages give you space to pause, think and capture what you already know but rarely stop long enough to write down.

Take your time with it. You can complete it in one sitting or across a few days. The value comes from being honest with yourself and allowing your answers to guide what happens next.

How to Use This Worksheet

Choose a quiet moment. Pour a tea or coffee. Read each question slowly and write your answers in the spaces provided. There are no right answers. Only useful ones.

This reflection works best if you think about the real year you lived, look for patterns in your answers and pay attention to how things felt as well as what they produced.

Part One: What Went Well

Think about the parts of your business that felt strong or satisfying. Look for work that energised you, customers who were a delight, or systems that finally clicked into place.

What worked well for me this year?



Part Two: What Was Difficult

Every year brings friction. Some tasks drain you more than they should, some projects take too long and some systems fall over at the worst time. This section is not about blame. It is about clarity.

What did I find difficult or draining this year?

Part Three: What I Want to Do Differently

This is the turning point. You have looked at what helped you and what held you back. Now decide what you want to change. Think about new skills, different types of customers, better systems, clearer boundaries or areas where you want to learn more so you feel more confident.

What do I want to do differently next year?

What Happens Next

Once you have completed your reflection, read your answers again and notice the patterns. You will likely see a theme rising from the page. That theme becomes your direction for the year ahead.

Ask yourself which ideas deserve to happen first, what small action you can take in the next month to support them and how your website and online presence should support your goals.

Use your reflections to guide decisions rather than overwhelm yourself with big plans. A clear direction makes every update, every piece of content and every online choice easier.