

## Turning Your Reflections Into Clear Goals for the Year Ahead

This worksheet helps you turn your reflections into clear, practical goals for the year ahead. Keep it beside you as you work and give yourself time to think. It is not about pressure. It is about clarity and direction.

### 1. Choose your intentions for the year ahead

Turn your reflections into a simple statement of intention that describes the direction you want your business to lean towards.

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### 2. Shape those intentions into practical goals

Choose a few intentions and write them as clear, grounded goals.

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### 3. Prioritise your goals: Must Have, Should Have, Could Have

Sort your goals into the category that fits. Trust your instincts.



Must Haves:

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Should Haves:

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Could Haves:

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#### 4. Give each goal an owner and a rhythm

Name who will lead each goal and how often you will check progress.

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#### 5. Decide the first step and when it happens

Write one small action that proves you have begun and choose the date it will happen.

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## 6. Check your goals through a simple lens

Before you close the worksheet, look at each goal and ask:

- Will this deepen or stabilise revenue?
- Will this remove friction in the business?
- Will this strengthen the work your customers rely on you for?

## 7. Your short plan for the start of the year

Summarise the small number of things you intend to focus on first.

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## A final note

Return to this worksheet in March and midyear. Goals evolve as your business evolves. The value of this exercise is not in creating a perfect plan. It is in giving yourself the space to think and the clarity to act.