

ANNUAL REVIEW/PREVIEW GUIDE



2014/2015

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AN OPPORTUNITY FOR INTENTIONAL REFLECTION

The end of the year is the perfect time to reflect on 2014 as well as set intentions for what you want in 2015. This is a special guide to the annual review/preview we are doing in the Happy Black Woman community to reflect back on 2014 and plan ahead for an amazing 2015. You are invited to join us to journal and/or blog your reflections and plans!

Why is it called a “review/preview?”

One of my previous bosses (and mentors) used to have all the staff submit a one-page review/preview on a weekly, monthly and quarterly basis. The idea was to “review” the previous week, month, or quarter by looking at your accomplishments and lessons learned during that time period. The review highlights what worked and what didn’t – what went well and what you could have done better.

The “preview” part came afterwards and it’s where you outlined your plans for the next week, month or quarter. The preview was an opportunity to outline a gameplan for future progress or set new goals for a specific time period.

I found it to be a powerful tool for my own productivity and growth in both my personal and professional life. So, now I'm passing my version of the process on to you!

In this guide, I'll be sharing a set of reflection questions that you can utilize for your own review/preview.

WHAT YOU'LL NEED FOR YOUR ANNUAL REVIEW/PREVIEW:

- A block of quiet time (at least 2 hours)
- A journal or notebook and a pen
- A laptop and a blank Word document, if you prefer to type

You may also wish to post your reflections and intentions on your blog to create accountability for yourself in the coming year.

If you do blog about this process, please feel free to post the link(s) over on our [Happy Black Woman blog](#) so that everyone can read them!

REVIEW 2014: REFLECT ON THE PAST YEAR

This is Part 1 of a powerful process to help you reflect on 2014 and plan for an amazing 2015. Set aside at least one hour to give yourself enough time to complete the questions.

After 12 whole months, it can be easy to forget all the things that you experienced over the past year. So here's your chance to reflect on everything that came into your life in 2014. Here are 10 reflection questions that you can use to conduct your review of 2014. It may be difficult to think back over the course of a year, but do your best to quiet your mind, be still and remember what was important.

WHAT I WANT TO REMEMBER ABOUT 2014

1. What goal am I most proud of achieving this year?
2. What was the most valuable lesson I learned this year?
3. What was the best book, blog, song, movie and/or restaurant I discovered this year?
4. What was the best place – town, city, country - I visited this year?
5. What was my favorite memory from 2014?

WHAT I WANT TO LEAVE BEHIND AS I ENTER 2015

1. What goal did I make the least progress on this year?
2. What opportunities did I miss out on this year because of fear, doubt or procrastination?
3. What mistakes did I make this year?
4. What promises (to myself or others) did I break this year?
5. What do I want to stop doing in 2015?

PREVIEW 2015: ENVISION YOUR IDEAL LIFE FOR NEXT YEAR

This is Part 2 of a powerful process to help you reflect on 2014 and plan for an amazing 2015. Set aside at least one hour to give yourself enough time to complete the questions.

Now that you've given yourself a chance to reflect on 2014, it's time to look forward to what you want to see in your life next year. Consider this a preview of 2015. The following set of 10 guiding questions will help you set intentions for what you want your life to look like in 2015. Remember, this is YOUR vision, so be honest about what you want!

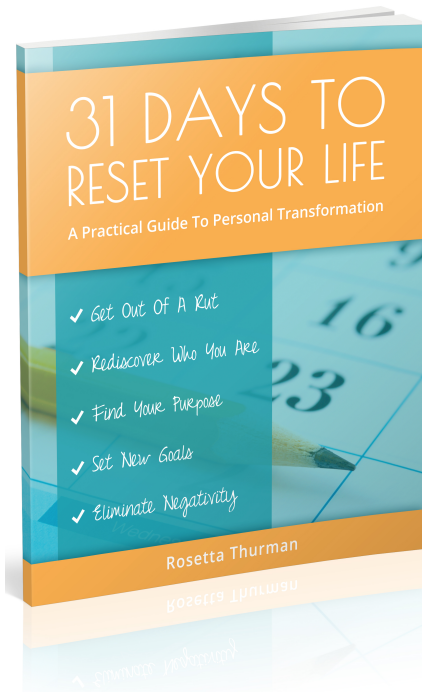
WHAT I WANT TO BRING INTO MY LIFE IN 2015

1. What do I deserve more of in 2015?
2. Who do I want to attract into my life in 2015?
3. What new experiences do I want to have in 2015?
4. What new places – towns, cities, countries - do I want to visit in 2015?
5. What do I want to cross off of my "bucket list" in 2015?

1. What 3 goals do I most want to accomplish in 2015?
2. What part of my life do I want to pay more attention to in 2015?
3. Which new activities, habits or behaviors do I want to start doing in 2015?
4. What do I want to learn in 2015?
5. What theme word or phrase best describes what I want to experience in 2015?

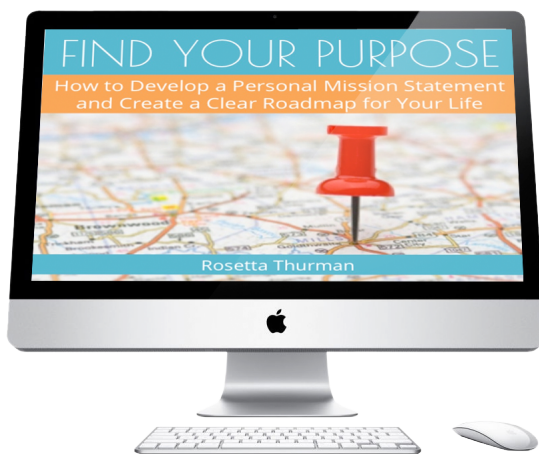
ADDITIONAL RESOURCES

Continue your reflection process with the following resources and programs that will help you create your ideal life!



[31 Days to Reset Your Life: A Practical Guide to Personal Transformation](#) (40% OFF for a Limited Time ONLY)

Do you sometimes feel like your life has gotten off track? If so, this program will show you how to press the “reset” button and start living the life you really want! 31 Days to Reset Your Life is a month-long personal transformation experience presented in a simple format for daily reflection. The program includes a 102-page PDF workbook with all 31 assignments in one place, printable worksheets, 31 audios and daily email reminders with each exercise sent directly to your inbox. [Click here to learn more.](#)



[Find Your Purpose: How to Develop a Personal Mission Statement and Create a Clear Roadmap for Your Life](#) (64% OFF for a Limited Time ONLY)

Everyone has a purpose for being on earth, yet most of us are not fully aware of why we’re here or what we’re supposed to be doing with our lives. To date, Rosetta has taught hundreds of people all over the country how to develop their own personal mission statements. Now, you can take this powerful self-discovery workshop in a virtual format to guide you through a useful process that will forever change the way you live your life. [Click here to learn more.](#)