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## YEAR END EXERCISE

### *CELEBRATING THIS YEAR'S ACCOMPLISHMENTS AND SETTING INTENTIONS FOR NEXT YEAR*

Completion is about making things whole, or fully letting things be as they are, or as they are not. When something is incomplete, it drains energy from you, and hangs around like ghosts. When you complete with something, or someone, you take that energy back. You *accept* (a loss), or *celebrate* (a win), or you just simply decide to complete the incomplete. Often times, a ritual helps, like burning the worksheet, or popping a champagne bottle. You get to be imaginative.

In the Navajo tradition of "The Beauty Way," the West direction (or Fall) represents the time of completion when we look back on what we've completed and reflect on our learning and celebrate our accomplishments. It is an undeveloped muscle in our Western culture as we tend to go full speed ahead to the next. However, this reflection, celebration and completion is critical for us to make smarter, clearer decisions for our future so we can move into next year with greater energy and clarity.

*NOTE: at the end of this document, I have a 2 sided worksheet you can use to consolidate all of your takeaways on one two sided piece of paper*

### COMPLETING THE OLD: Looking back on the year

Looking at all the areas of your life, reflect on this year.

1. List all of your wins, gains, and breakthroughs. Make a note of the ones that aren't yet complete – that includes the wins, gains and breakthroughs that you glossed over and didn't celebrate or acknowledge!



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Next, find a date in which you might want to complete any that aren't yet complete or tie up any loose ends. For example, you created a signature talk but you haven't yet found places to give the talk (virtually or in person); another would be that you've completed your website (or recently overhauled it) but you haven't told people about it. I sometimes find that with a win or a success, that what completes the win is some kind of ritual to celebrate and acknowledge the win.

Wins, Gains and Breakthroughs for this year  
Complete? Needed to be complete and date for completion?

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.



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2. List all of your breakdowns, disappointments, and losses.  
Review each one and acknowledge "it is what it is." Acknowledge what happened and accept it without blame or judgment.

Mark each one that you want to complete or re-make a priority (You might not know HOW to complete as of yet, and that is ok, just set a date. This is something we can handle in a coaching session.)

Losses, Disappointments and Breakdowns for this year

Complete? Needed to be complete and date for completion?

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.



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3. Look at 6-8 lessons you have learned that you want to carry into next year. Remember, when thinking of what to include, that you will want to consciously use these lessons in the coming year. Note that a good place to look for these lessons are in your losses, disappointments, and breakdowns. It is one reason to celebrate having gone through them. These lessons can be critical in creating a better outcome in the future.

Example: I learned:

- To accept things I cannot control or influence and work with them vs. against them
- To listen to my own voice and intuition
- To ask for help and support
- To write in my authentic voice
- What happens outside of work can absolute effect my capacity within work, and it's best to lower my client capacity to give the best experience for all.
- To be more discerning in what clients make it on my dartboard and who will be a "no" in the future.

5-7 Lessons to Take from \_\_\_\_\_ into \_\_\_\_\_

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.



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## CREATING THE NEW – Looking at the coming year

### A. Imagine ahead to December next year

Spend 10 minutes, pen to paper, without pause, beginning with the Jump Off Line of “My deepest desire for next year is...”

Although our focus is on your business, I want you to also consider what you want in your life overall and how your work fits into the bigger picture of your life.

If you draw a blank, just keep writing. You may even write “I can’t think of anything in this moment but I’m going to keep writing until it comes to me...”

This exercise often allows us to break through our conscious mind’s thoughts of what we want (and often “should” want) and gets into the heart of what you really want. Sometimes the answers surprise you but there are jewels and nuggets in these.

### B. Write a list of your wins, gains, and breakthroughs you want for this coming year.

Be specific and write them as though they have already happened or they happen routinely.

(For example, “I have a lucrative and enJOYable coaching practice with 15 Ideal Clients at a time.” “I meditate every morning” “I am a sought after speaker in my niche”) Look at each area of your life and make the list as long as you like. In your coaching session, we will look at how to make this list happen.

### A. Wins, Gains and Breakthroughs for next year

- 1.
- 2.
- 3.
- 4.
- 5.



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- 6.
  - 7.
  - 8.
  - 9.
  - 10.

B. Give the year to come a Name. If next year was a movie, what would it's title be? Some past names have been: The Year of Yes!; Year of Discernment; The Year of Spaciousness & Flow

This process is yours to make your own. Many clients have loved the focus it brings to the New Year and the opportunity to consciously create your life. Make next year your most potent, enJOYable year so far! My Name for The Year 202\_ is

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*NOTE: Use the next two pages to consolidate all of your takeaways on to one two-sided piece of paper.*



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COMPLETING THE OLD – Looking back on this year

Wins, Gains and Breakthroughs for this year

Complete? Needed to be complete and date for completion?

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.

Losses, Disappointments and Breakdowns for this year

Complete? Needed to be complete and date for completion?

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

5-7 Lessons to Take from \_\_\_\_ into \_\_\_\_



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- 1.
  - 2.
  - 3.
  - 4.
  - 5.
  - 6.
  - 7.

CREATING THE NEW YEAR

A. Wins, Gains and Breakthroughs for next year

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

B. The Name of 202\_ will be The Year of \_\_\_\_\_