

Review of 2004 and Goals for 2005

1. Make a list of your top 20 accomplishments in 2004 that you are most proud of. _____

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2. Make a list of the people who made the most difference in your life in 2004. Let these people know! _____

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100. _____
101. _____

When you have finished writing your goals, go back and prioritize them as "A", "B" or "C" goals to help you determine which ones to pursue first.

5. Make a list of 25 professional goals for your Practice.

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Again, prioritize them as "A", "B" or "C" goals.

6. List 5 habits you are going to adopt or further develop this year.

1.

2.

3.

4.

5.

7. Make a list of the things you are going to stop doing this year. This may include 'bad' habits you no longer want to continue. By eliminating items that no longer serve you well, you make room for more of the things you would like in your life.

8. Make a list of the things you are thankful for. You may want to begin a 'thankful journal' where you add a new reason for which to be thankful at least once each week.

9. Choose your top 3 personal goals and your top 3 professional goals for your Practice in 2004.

Top 3 Personal Goals:

1.

2.

3.

Top 3 Professional Goals for Practice:

1.

2.

3.

*a. Make a list of everything that you can think of that will help you achieve your goals. Beginning today, **commit** yourself to take at least one action step each day that will move you closer to their accomplishment. The key to success is self-imposed **discipline***

followed by purposeful **action**.

- b. Break your goals down into **reasonable tasks**, assign a specific **time line** for each task, and then write them into your calendar.
- c. **Measure, review and modify** your actions to ensure you are as effective and efficient as possible.
- d. Create **rewards** that correspond with different tasks that you accomplish. Celebrating victories is an integral part of meeting your goals.

10. Make a list of at least 10 people you would like to support you in making your goals reality this year. Let these people know that they are on your 'a-team'. _____

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

11. Choose a theme for 2005. Possible examples include: focus, relationships, learning, business development, building your reserves – health, emotional, spiritual, and financial wealth, and working with a consultant. _____

12. Write down what your most significant contribution will be in 2005. _____
