



2019:

MAKE IT YOUR BEST
YEAR EVER

FINISH YOUR YEAR BEFORE IT STARTS

INSTRUCTIONS

We found our most successful clients “finished the year before starting it” using our technology and structure so we formalised the process and made it into this “make the best of the year” document.

The suggested order of completion is to use page 5, 6 to complete a mindmap and notes to capture thoughts and inklings to start. Use the mind map page to write whatever you dream or desire. The open format is to allow you to plan without limits and unhindered. Use pages 3, 4 to write a letter describing where you are the end of 2019. write as if you have accomplished your goals and are enjoying them. Example “I'm enjoying my new fitness and enjoy my new clothes” and do for each area.

Then use pages 7 through 13 to get really accurate about where you are starting from in 2018. Then use pages 14 and 15 to describe what you want to have achieved in 2019. When you use the Wheel of Life diagrams, be realistic, not automatically assuming 10/10. Ideally goals should have a little stretch included. Add any additional areas not covered in the formats. Use the 2019 Annual Plan (p. 11) to enter large items like holidays, major work projects (e.g known trips, major deadlines) or family projects and events (e.g. reunions, anniversaries) so the flow is evident.

Then complete the remaining pages to give breakdown of the 2019 goals by each Quarter (90 Day Plans) and then by each month, then by week. This should allow bottlenecks to be identified and planned for.

Feel free to share plans with your coach at any stage for input and clarification.

When you are happy with this document, keep it somewhere safe that you can access easily and regularly. Remember to frequently imagine the life you want as already in the present so your mind is powerfully focused on progress!

We wish you a successful and great year!

THE VISION

THE BIG QUESTION:

Suppose you are walking down the street at the end of 2019 and you meet yourself coming the other way:

In order to be delighted to meet the person you have become, what do you have to have **DONE**, who do you have to **BE**?

Answer those questions and DESCRIBE the person you meet:

THE LETTER

To use the power of our mind, as humans we operate better on acting as if our wishes have already happened and we are looking at the **present**, not looking at some future event or wish. Use this page to describe how it feels when your desires have happened at the end of the year.

(Example: Not “I will get fit” but “I am enjoying walking two miles a day” and “I’m enjoying wearing my new clothes”):

Physical Environment:

Friends/Social:

Work/Career:

Partner/Family:

Fun/Recreation:

Personal Growth/Spirituality:

Money/Finances:

Health/Wellbeing:

FREE SPACE/MINDMAP

This is a two page space to put down notes or mindmaps of ideas and issues in whatever order so they can be collected into the planning.

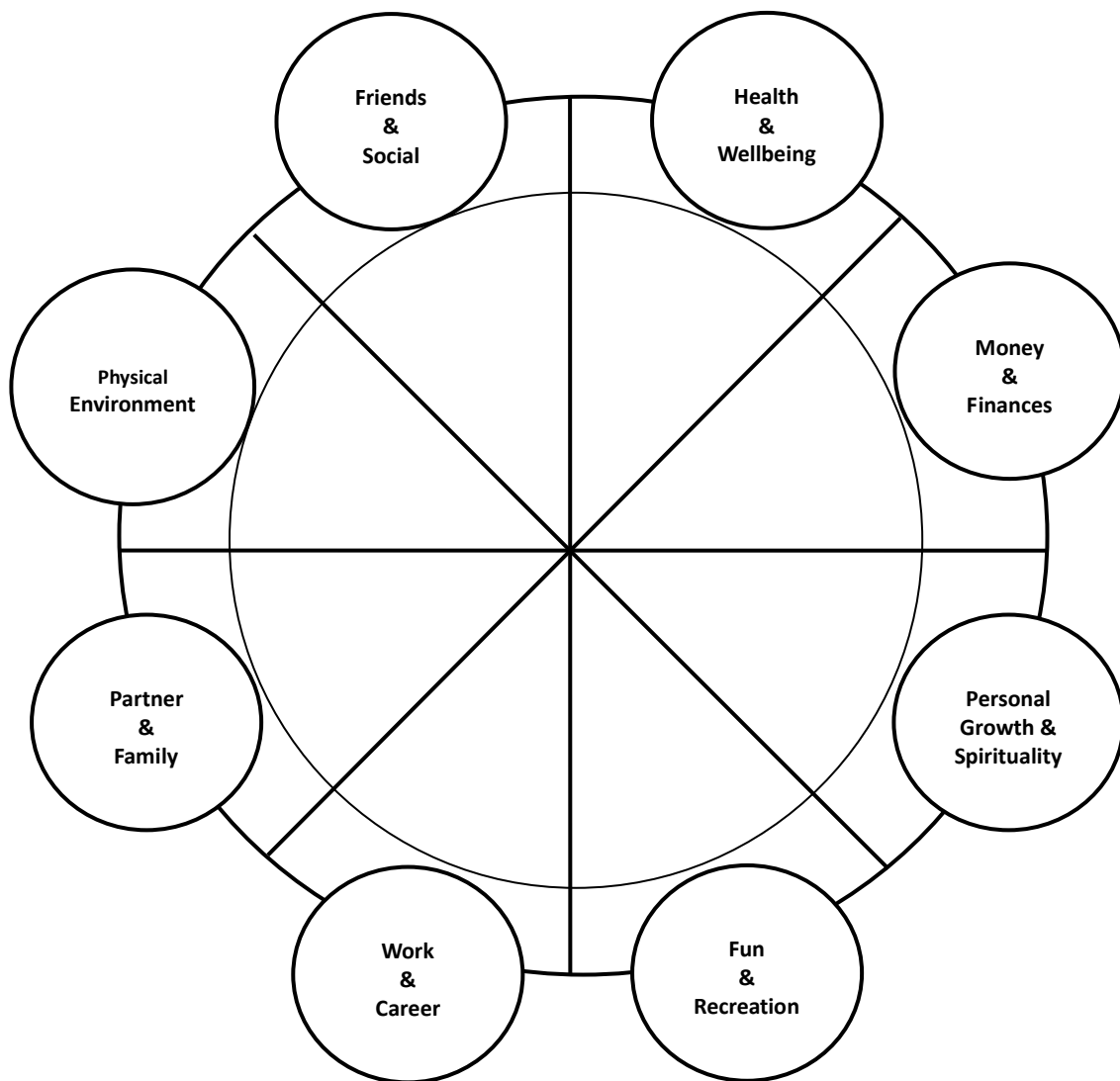
FREE SPACE/MINDMAP (Contd.)

This is a two page space to put down notes or mindmaps of ideas and issues in whatever order so they can be collected into the planning.

WHAT I'LL DO DIFFERENTLY 2019

WHAT WILL CHANGE IN 2019?

Wheel of Life 2018



DIRECTIONS

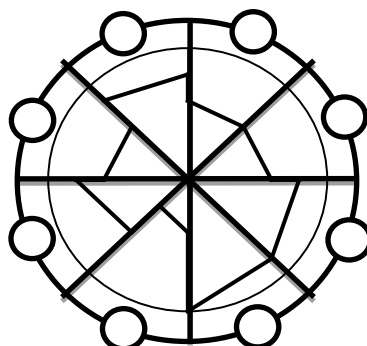
The eight sections in the Wheel of Life represent **balance**.

Taking the centre of the wheel as **0** and the outer edge as **10**, rank your level by drawing a straight or curved line to create a new outer edge.

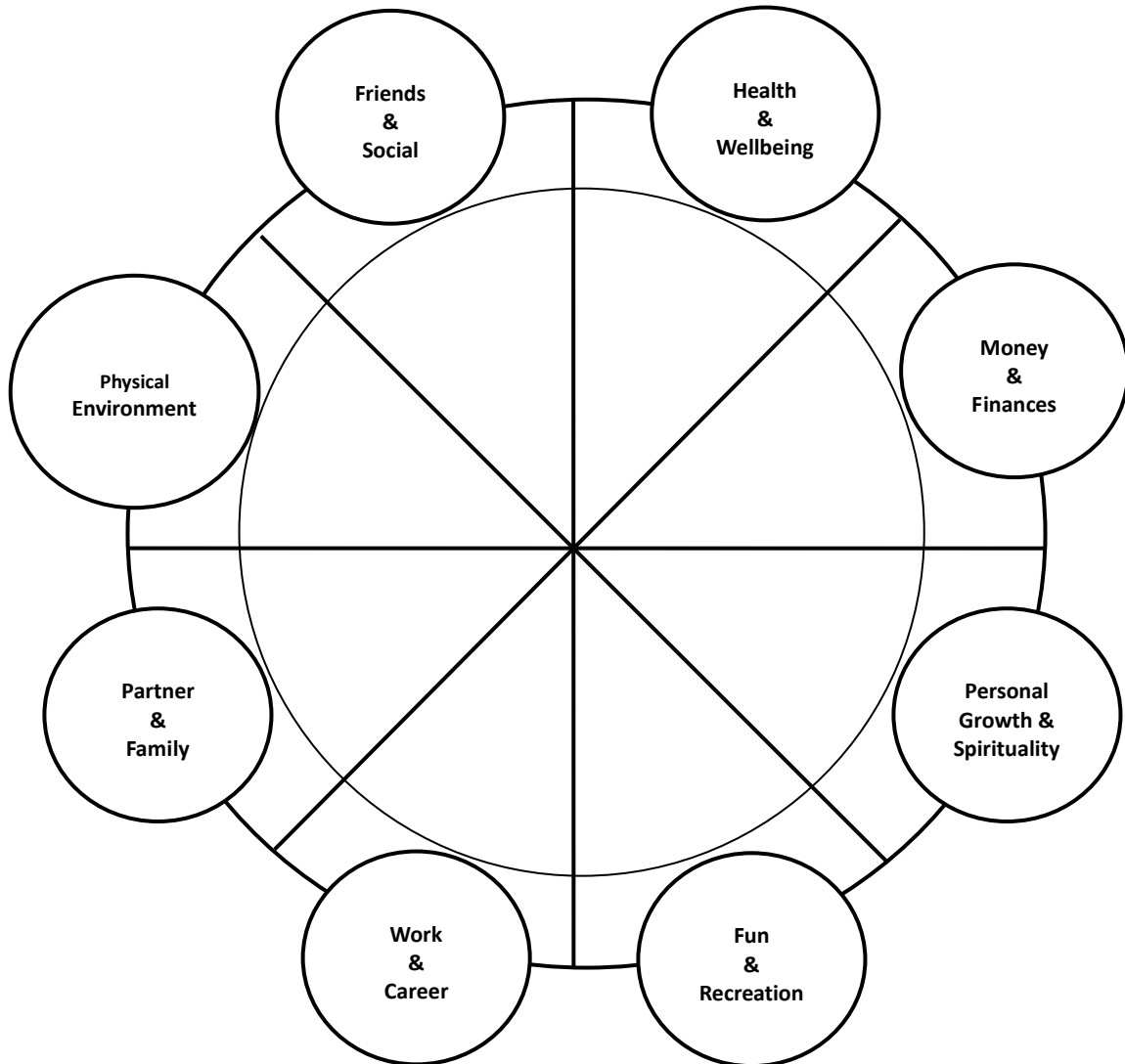
The new perimeter of the circle represents your personal Wheel of Life as at end of year.

How bumpy would the ride be if this were a real wheel?

Example



Wheel of Life 2019



DIRECTIONS

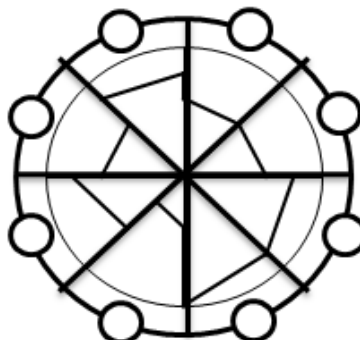
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The new perimeter of the circle represents your personal Wheel of Life as at end of year.

How bumpy would the ride be if this were a real wheel?

Example



QUARTERLY PLANS

Now it's time to break the goals down by quarter.

- The follow pages have quarterly plans and monthly calendars for each quarter.
- Look at what you need to accomplish by way of improvement in each area and what would be the best way of achieving the goal.
- Break down the quarter into a week by week breakdown of what needs to be by done and who by.
- Each week mark a review and action time.

At 75 days start the process over.

Quarter 1



Week Beginning Monday	Week 1 Date	Week 2 Date	Week 3 Date	Week 4 Date	Week 5 Date	Week 6 Date	Week 7 Date	Week 8 Date	Week 9 Date	Week 10 Date	Week 11 Date	Week 12 Date	Week 13 Date	Week 14 Date
Health & Wellbeing														
Money & Finances														
Personal Growth & Spirituality														
Fun & Recreation														
Work & Career														
Partner & Family														
Physical Environment														
Friends & Social														

Quarter 2



Week Beginning Monday	Week 1 Date	Week 2 Date	Week 3 Date	Week 4 Date	Week 5 Date	Week 6 Date	Week 7 Date	Week 8 Date	Week 9 Date	Week 10 Date	Week 11 Date	Week 12 Date	Week 13 Date	Week 14 Date
Health & Wellbeing														
Money & Finances														
Personal Growth & Spirituality														
Fun & Recreation														
Work & Career														
Partner & Family														
Physical Environment														
Friends & Social														

Quarter 3



Week Beginning Monday	Week 1 Date	Week 2 Date	Week 3 Date	Week 4 Date	Week 5 Date	Week 6 Date	Week 7 Date	Week 8 Date	Week 9 Date	Week 10 Date	Week 11 Date	Week 12 Date	Week 13 Date	Week 14 Date	Week 15 Date
Health & Wellbeing															
Money & Finances															
Personal Growth & Spirituality															
Fun & Recreation															
Work & Career															
Partner & Family															
Physical Environment															
Friends & Social															

Quarter 4



Week Beginning Monday	Week 1 Date	Week 2 Date	Week 3 Date	Week 4 Date	Week 5 Date	Week 6 Date	Week 7 Date	Week 8 Date	Week 9 Date	Week 10 Date	Week 11 Date	Week 12 Date	Week 13 Date	Week 14 Date
Health & Wellbeing														
Money & Finances														
Personal Growth & Spirituality														
Fun & Recreation														
Work & Career														
Partner & Family														
Physical Environment														
Friends & Social														

Calendar 2019

January							
Wk	Mo	Tu	We	Th	Fr	Sa	Su
1		1	2	3	4	5	6
2	7	8	9	10	11	12	13
3	14	15	16	17	18	19	20
4	21	22	23	24	25	26	27
5	28	29	30	31			

February							
Wk	Mo	Tu	We	Th	Fr	Sa	Su
5					1	2	3
6	4	5	6	7	8	9	10
7	11	12	13	14	15	16	17
8	18	19	20	21	22	23	24
9	25	26	27	28			

March							
Wk	Mo	Tu	We	Th	Fr	Sa	Su
9					1	2	3
10	4	5	6	7	8	9	10
11	11	12	13	14	15	16	17
12	18	19	20	21	22	23	24
13	25	26	27	28	29	30	31

April							
Wk	Mo	Tu	We	Th	Fr	Sa	Su
14	1	2	3	4	5	6	7
15	8	9	10	11	12	13	14
16	15	16	17	18	19	20	21
17	22	23	24	25	26	27	28
18	29	30					

May							
Wk	Mo	Tu	We	Th	Fr	Sa	Su
18			1	2	3	4	5
19	6	7	8	9	10	11	12
20	13	14	15	16	17	18	19
21	20	21	22	23	24	25	26
22	27	28	29	30	31		

June							
Wk	Mo	Tu	We	Th	Fr	Sa	Su
22						1	2
23	3	4	5	6	7	8	9
24	10	11	12	13	14	15	16
25	17	18	19	20	21	22	23
26	24	25	26	27	28	29	30

July							
Wk	Mo	Tu	We	Th	Fr	Sa	Su
27	1	2	3	4	5	6	7
28	8	9	10	11	12	13	14
29	15	16	17	18	19	20	21
30	22	23	24	25	26	27	28
31	29	30	31				

August							
Wk	Mo	Tu	We	Th	Fr	Sa	Su
31				1	2	3	4
32	5	6	7	8	9	10	11
33	12	13	14	15	16	17	18
34	19	20	21	22	23	24	25
35	26	27	28	29	30	31	

September							
Wk	Mo	Tu	We	Th	Fr	Sa	Su
35							1
36	2	3	4	5	6	7	8
37	9	10	11	12	13	14	15
38	16	17	18	19	20	21	22
39	23	24	25	26	27	28	29
40	30						

October							
Wk	Mo	Tu	We	Th	Fr	Sa	Su
40		1	2	3	4	5	6
41	7	8	9	10	11	12	13
42	14	15	16	17	18	19	20
43	21	22	23	24	25	26	27
44	28	29	30	31			

November							
Wk	Mo	Tu	We	Th	Fr	Sa	Su
44					1	2	3
45	4	5	6	7	8	9	10
46	11	12	13	14	15	16	17
47	18	19	20	21	22	23	24
48	25	26	27	28	29	30	

December							
Wk	Mo	Tu	We	Th	Fr	Sa	Su
48							1
49	2	3	4	5	6	7	8
50	9	10	11	12	13	14	15
51	16	17	18	19	20	21	22
52	23	24	25	26	27	28	29
1	30	31					

Bank holidays 2019 (UK)

1st January	New Year's Day	22nd April	Easter Monday	27th May	Spring Bank Holiday	25th December	Christmas Day
19th April	Good Friday	6th May	Early May Bank Holiday	26th August	August Bank Holiday	26th December	Boxing Day

