

divine plan

12-month of "WINS" template guide

step 1	step 2	step 3	step 4
carry-over goals	events	"wins" list	merge and plot
<p>Revisit your goals from previous year</p> <p>> Tick all the goals you accomplished (don't forget to take a moment to be proud of yourself!)</p> <p>> Reassess your unfulfilled goals one-by-one by asking this question: "Is it still worth pursuing for or is it time to let it go?"</p> <p>> Create a consolidated list of your carry-over goals</p> <p>If this is your first time to plan your year — YAY you! Congratulate yourself for taking this step!</p>	<p>List down all your anticipated events, travels and important due dates for the upcoming year.</p> <p>> If you have plans that were cancelled / rebooked from prior year and wish to push it next year - don't forget to add those on your list too!</p> <p>> Also add the important annual "due dates" (i.e. payment of property tax)</p>	<p>Create your "WINS" list (goal setting)</p> <p>* Big Wins:</p> <ul style="list-style-type: none"> - involves intensive planning - can be life changing - will require significant amount of time, effort and other resources <p>* Quick Wins:</p> <ul style="list-style-type: none"> - something you can easily fulfill once you set a time/sched to do it - does not require significant investment of time, effort and other resources 	<p>Plot and consolidate your events & goals to your 12-month timeline template</p> <p>> Since your events & travels are already plotted at a certain month it would be best to start plotting those on your 12-month timeline template. <i>Take note: If your event would require planning (i.e. preparation of itinerary) plot that on your timeline too</i></p> <p>> Proceed with plotting the "BIG WINS" - if your goal requires preparation time / planning session don't forget to plot the "planning stage" on your timeline as well</p> <p>> Fill your timeline with the "QUICK WINS" - assess which month you can still accommodate to accomplish little goals and be mindful if you have a certain deadline to fulfill it (i.e. passport renewal / driver's license application, etc)</p>

divine plan			
12-month of " <u>WINS</u> " template			
step 1	step 2		step 3
carry-over goals	events / travels / vacations		"wins" list
	Jan	Jul	BIG WINS
	Feb	Aug	
	Mar	Sep	
	Apr	Oct	QUICK WINS
	May	Nov	
	Jun	Dec	

YEAR:

divine plan			
12-month of " <u>WINS</u> " template			
step 4			
merge and plot			
Jan	Feb	Mar	Apr
May	Jun	Jul	Aug
Sep	Oct	Nov	Dec