

THE
COACHING
FELLOWSHIP



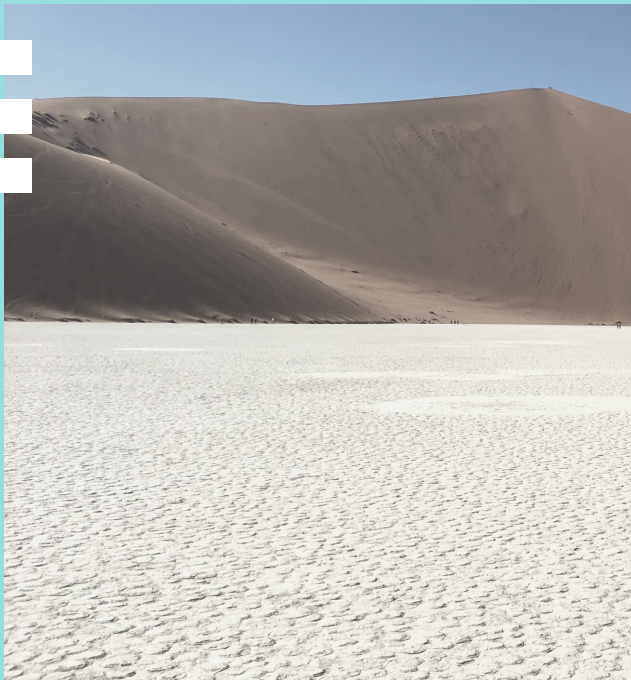
The
Courage
Factory®

YEAR END REFLECTION GUIDE

A guide to help you live your best year yet.

2019 - 2020 REFLECTIONS

DISCOVER YOUR PURPOSE | MAKE YOUR IMPACT



Introduction

The Year End Reflection Guide is a tool that has been created to help you recognize your extraordinary impact in the world. It takes courage to look inside yourself and reflect on the person you have been for the past year, and the person you intend to be in the year to come. There is immense power in taking the time to write it all down in words, dreams, reflections, and intentions.

This reflection guide keeps you accountable to yourself and your goals, and helps you stay true to your dreams. It also helps you acknowledge where you have been and what it's taken to get you there - including all the bumps and bruises you've encountered along the way.

Take your time with The Year End

 www.couragefactory.com

 www.tcfs.org

Reflection Guide to reflect on the year that's behind you and what you envision for your future. Pay attention to your intentions and aspirations. Think outside of the box. Be as creative as you possibly can to envision a life that brings you fulfillment and joy.

There is no right or wrong way to use this guide. You are encouraged to be as open as possible, to learn as much as you can from the past, and to create a future that is more aligned with you.

The Year End Reflection Guide is a joint collaboration between **The Coaching Fellowship** and **The Courage Factory** - two organizations that are committed to empowering women leaders to be courageous and create a positive impact in the world.

HOW TO USE THIS GUIDE

SOME TIPS AND TRICKS FOR SUCCESS

- ☐ Block an entire morning or afternoon
- ☐ Find a quiet space where you can work without interruption
- ☐ Print out the guide so you can fill it in by hand
- ☐ Release yourself from all expectations
- ☐ Make a pot of tea or play some background music to get into the right mindset
- ☐ Let your mind wander freely
- ☐ Get rid of any judgments
- ☐ Be open and honest with yourself
- ☐ Start from the beginning and work your way through until the end
- ☐ Allow yourself to think creatively
- ☐ Enjoy the process!



LET'S BEGIN!

YOUR 2019

PICK THREE WORDS TO DESCRIBE 2019

WHAT DID YOU EMBRACE IN 2019?

WHAT DID YOU SAY GOODBYE TO?

WHAT BROUGHT YOU JOY?

WHAT WERE YOU GRATEFUL FOR?



"Courage
starts with
showing up
and letting
ourselves
be seen."

*Brené Brown,
Daring Greatly*

What were you most proud of?

What was your biggest challenge?

When did you show courage?

When did you let fear hold you back?

What did you learn about yourself?

YOUR LEARNING & GROWTH

What were your top 3 lessons in 2019?

- 1 _____
- 2 _____
- 3 _____

How will you integrate these learnings into your life?

What were your top 3 accomplishments in 2019?

- 1 _____
- 2 _____
- 3 _____

What did it take to achieve these?

What 3 times did you show resilience in 2019?

- 1 _____
- 2 _____
- 3 _____

How can you continue to build your resilience in the future?

What 3 new skills did you develop in 2019?

- 1 _____
- 2 _____
- 3 _____

YOU AND THE WORLD AROUND YOU

Who showed up for you in 2019? How?

Who did you show up for? How?

When did you show leadership in 2019?

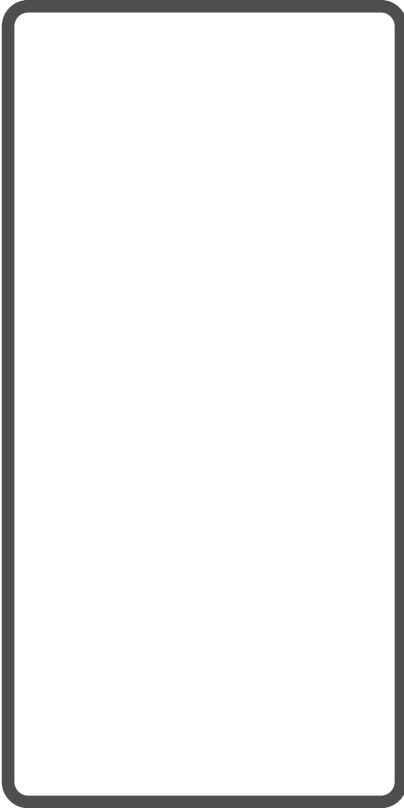
What did you do to give back in 2019?

Think back on one moment that brought you immense happiness in 2019. What happened then? Who were you being? What were you doing? (feel free to draw, paint, collage, or write it here)

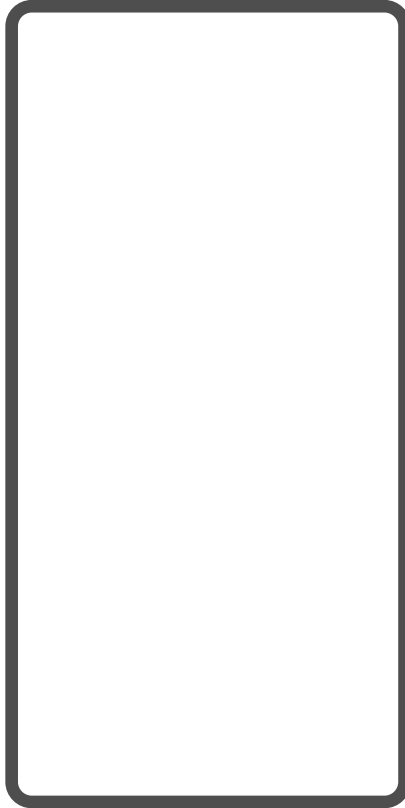
YOUR YEAR IN MONTHS - 2019

What were some of the most memorable moments of your year? Think back to each month of 2019 and record your reflections in the space provided.

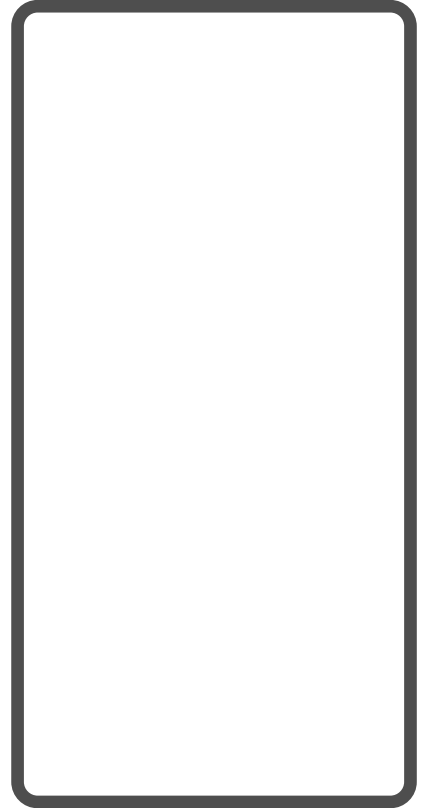
JANUARY



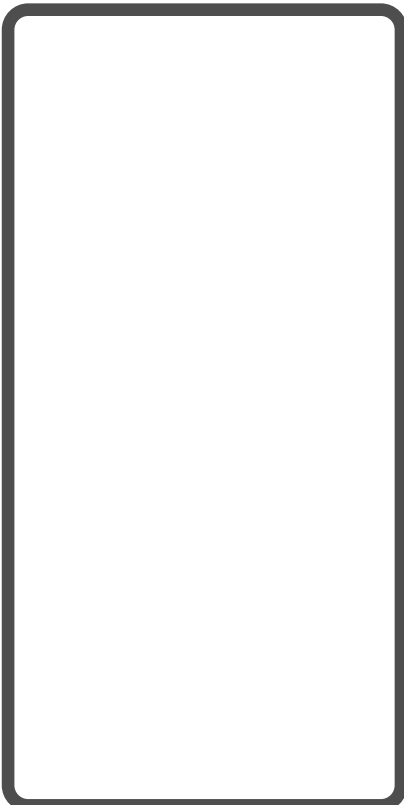
FEBRUARY



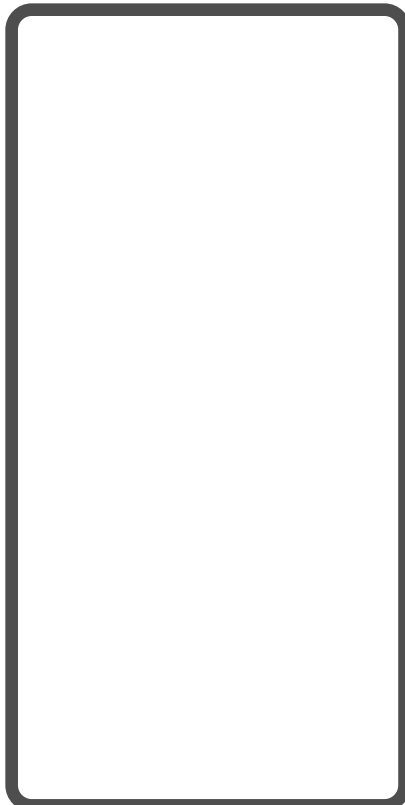
MARCH



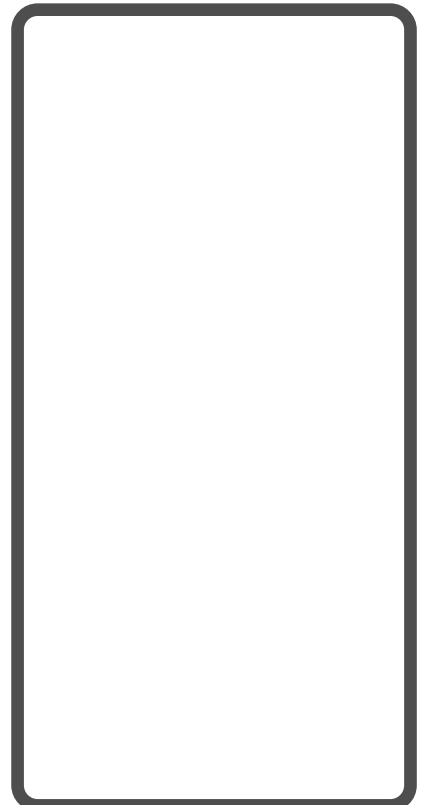
APRIL



MAY



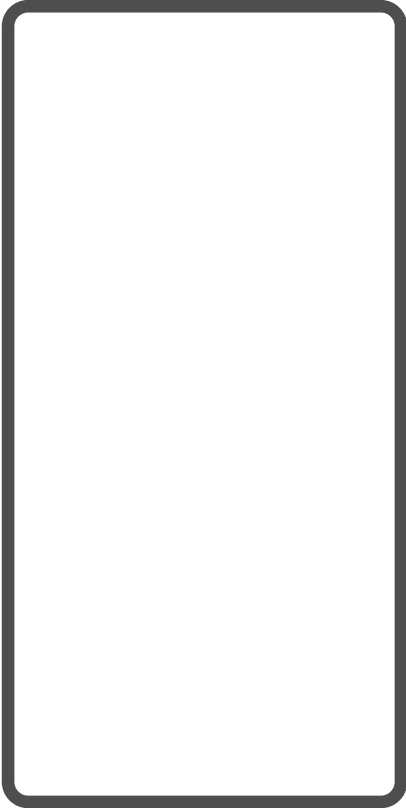
JUNE



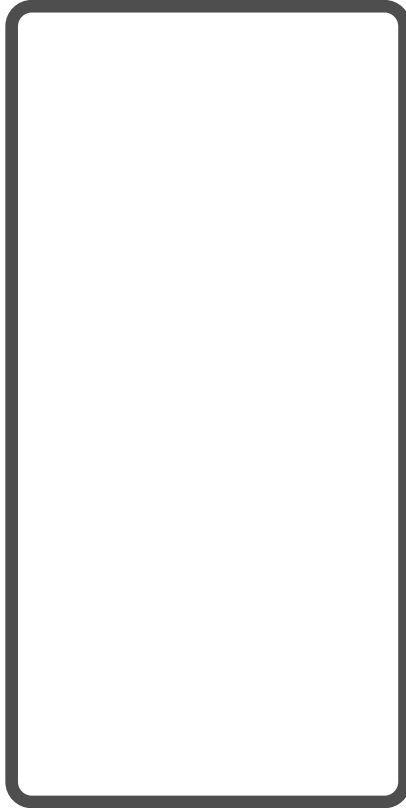
YOUR YEAR IN MONTHS - 2019

What were some of the most memorable moments of your year? Think back to each month of 2019 and record your reflections in the space provided.

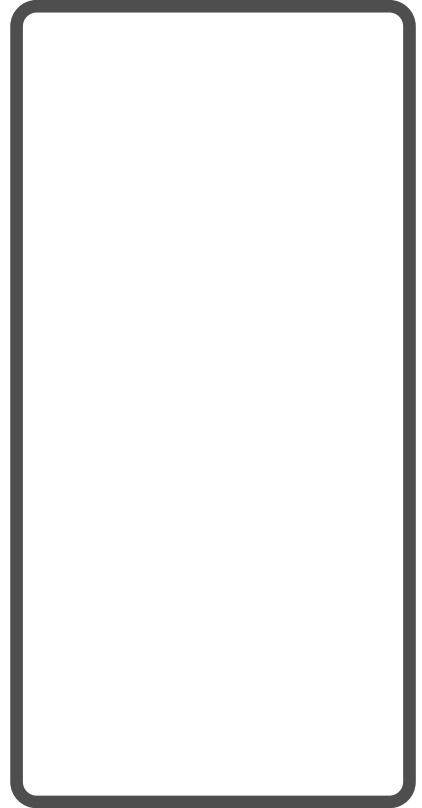
JULY



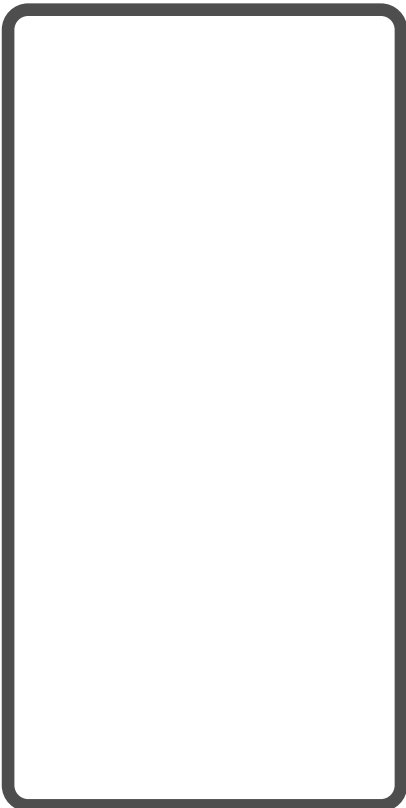
AUGUST



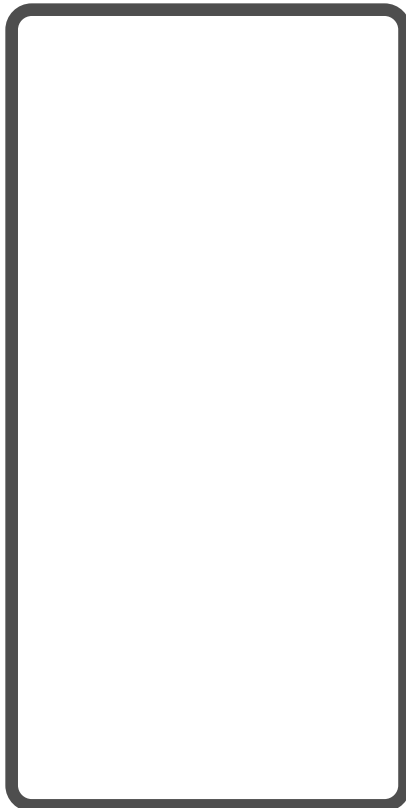
SEPTEMBER



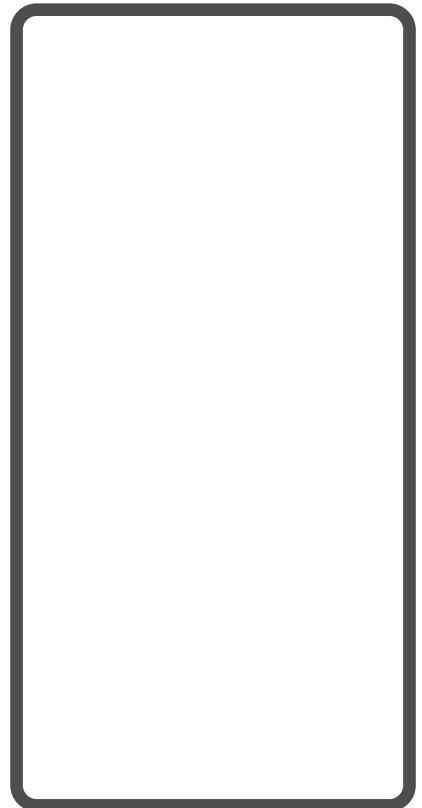
OCTOBER



NOVEMBER



DECEMBER



FORGIVENESS & GRATITUDE

Did anything happen in the past year that needs to be forgiven? Actions or words that made you feel bad - or that you did to make someone else feel bad? Write it down here and offer forgiveness (to yourself and others).

Take some time to write a THANK YOU letter to yourself to show appreciation for who you are and what you've done this year. Sometimes we are so caught up in the day-to-day that we forget to acknowledge ourselves for showing up.

FINAL THOUGHTS FROM 2019

Now that you've dug deep into your achievements and challenges from 2019, take a moment to close your eyes and reflect on 2019 as a whole. Think about the habits, hobbies, people, or activities that added value to your life this year. Consider the gifts that 2019 gave you. What stands out for you? What do you want to carry with you to 2020?

Are there any final thoughts about 2019 you'd like to capture? Anything or anyone you'd like to say "goodbye" or "thank you" to? Do it now.

Congratulations for how you have grown in 2019!

THE
COACHING
FELLOWSHIP



The
Courage
Factory®

HELLO, 2020



THE YEAR END REFLECTION GUIDE

DESIGN YOUR 2020

What does 2020 look like in your ideal world? What are your dreams for the year ahead? What secret wishes do you have? What big changes do you want to see in your life? **DREAM BIG** and get creative! Use words, pictures, or paint to plant the seeds for living the life you want.

THE YEAR AHEAD

What are you looking forward to in 2020?

What are you feeling nervous about?

What areas of your life do you most want to develop in 2020?

What are you willing to leave behind?

Think about any **self-limiting beliefs** you may have that are holding you back. What are those beliefs? Which ones are you ready to let go of in 2020? What will be possible for you when you let them go?

LOVE YOURSELF

List 3 things about yourself that you love

- 1 _____
- 2 _____
- 3 _____

List 3 ways you will be kinder to yourself in 2020

- 1 _____
- 2 _____
- 3 _____

List 3 ways you could connect with loved ones this year

- 1 _____
- 2 _____
- 3 _____

List 3 ways you will show yourself more respect & appreciation in 2020

- 1 _____
- 2 _____
- 3 _____

List 3 commitments will you make to yourself this year

- 1 _____
- 2 _____
- 3 _____

How could you welcome more love and happiness into your life this year?



Think of all the people in your life who are important to you. Who is on your team? What gifts do they offer you?

"Wherever
you have
friends
that's your
country, and
wherever
you receive
love, that's
your home.

*Dalai Lama XIV,
The Book of Joy*

How will you give back in 2020? What actions will you take?

DESIGN YOUR LIFE IN 2020

You have a blank slate ahead of you for 2020. You can live each and every day feeling aligned with yourself, grounded, and at peace. What will it take to bring you there?

2020 will be the year I finally...

In 2020, I will open my heart to...

In 2020, I will recharge by...

In 2020, I will make more time for...

In 2020, I will learn more about...

YOUR YEAR AHEAD

Pick a metaphor to symbolize the year ahead for you. What is the metaphor? What does it mean to you?

Writing down your intentions is a powerful exercise in self-reflection that helps transform your thoughts into reality. Setting an intention has the ability to show you how incredibly powerful you are. Now, set an intention for 2020.

Congratulations, you've now successfully planned your year ahead! Get ready for 2020!



ready to
discover
your
purpose?

Schedule a no-obligation discovery call with Amanda,
Founder of The Courage Factory.

[HTTPS://WWW.COURAGEFACTORY.COM/CONTACT](https://www.couragefactory.com/contact)

AMANDA PARKER is a Leadership Coach who empowers people to reach their full potential and increase their impact in the world. She helps individuals who feel stuck, frustrated, or unfulfilled in their work to clarify the impact they want to have and transform their lives to achieve it. She was a TCFS Fellow in 2015.

With more than 12 years of experience in Leadership Development, Coaching, and Project Management, Amanda will get you from feeling uncertain and wondering what it is you're meant to be doing, to being clear on the path ahead and feeling truly fulfilled in your work and life.



Humanizing the Workplace

The Courage Factory works with individuals and organizations to increase the impact of their work in the world. We deliver innovative coaching, leadership development, and culture change programs.

We also work with you to design customized solutions to fit the needs of your organization. Schedule a discovery call with us at

www.couragefactory.com

Ready to discover your purpose and create the future you've been dreaming of?

Let's Chat. Schedule your no-obligation, no strings attached discovery call with amanda@couragefactory.com



THE COACHING FELLOWSHIP

Wake up. Change world. Repeat.

We are an international community of extraordinary young women leaders of impact. The Coaching Fellowship empowers young women leaders of impact to build the new world.

We believe through the combination of coaching and fellowship; young women leaders will at a crucial point in their career manifest the change they want to be, and see in the world – faster and at an exponentially greater scale.

Together, we are bringing forward a new generation of women leaders building the world of tomorrow today. Learn more at www.tcfs.org