

MINDSET CHECKLIST

Preparing Your Mind for the Year Ahead

1. ACKNOWLEDGE PROGRESS (REALITY CHECK)

- I can clearly name at least 3 things I accomplished in my business this year
- I recognize skills or experience I gained—even if revenue didn't grow
- I accept that progress doesn't have to be perfect to be real
- I've identified at least one challenge I handled better than last year

Notes:

2. CLEAR MENTAL & PHYSICAL CLUTTER

- My primary workspace is clean and usable
- Unnecessary papers, files, or tools have been removed
- My digital desktop and folders are organized
- I can start work without immediately feeling distracted

Quick Win I can do today:

3. REDUCE FRICTION IN DAILY WORK

- I know which tasks drain my energy the most
- I've identified tools or systems that could save me time
- I've stopped using tools that no longer serve my business
- I'm open to simplifying instead of adding more

Tool or system to improve next:

MINDSET CHECKLIST

Preparing Your Mind for the Year Ahead

4. RECONNECT WITH WHAT MATTERS

- I'm clear on why I'm still running this business
- My business goals support my personal life—not just income
- I know what I want more of this year
- I know what I want less of this year

What matters most right now:

5. STRENGTHEN COMMITMENT (NOT MOTIVATION)

- I accept that challenges are part of the process
- I'm committed to learning—not just winning
- I've decided to stay consistent even when results are slow
- I'm willing to adjust strategy without quitting entirely

What commitment looks like for me this year:

6. RESET FOR THE YEAR AHEAD

- I feel mentally prepared to set new goals
- I've let go of last year's mistakes
- I'm ready to move forward with clarity—not pressure
- I trust myself to figure things out as I go

One sentence that defines my mindset going into the new year:
