

**What work did you complete in the last month that is connected with the priorities you set for your year?**

*Re-read your executive summary for the year before answering this question.*

**What systems or routines did you make use of in the last month?**

*Were there any that stood out as very useful? Any that didn't live up to expectations?*

**What important work do you want to focus on in the coming month?**

*Look at the priorities you set for your year and choose just one or two.*

**Are there any systems you'll need to build or improve to succeed with your priorities this month?**

*What kind of structure do you need to complete your bigger goals?*