

A mini series to bid farewell to 2020
and welcome 2021





We're always very excited to set new goals for the new year but let's not forget to reflect on 2020. Take a look at both the good and the learnings gain, it will reveal things that you've done well and things you could improve on. Also, take stock of where you are in your personal and career life, the accomplishments you've had across different dimensions. Wrap-ups aren't just retrospective but forward looking too!

In 2020, we all had a list of things that we want to do but many was put off due to the unprecedented pandemic. But through this troubled times, it has strengthened our resilience to continue fighting for what we want to achieve.

The power of reflection is that it gives us a new set of lens to see how far we've come and grown this year. The more thorough we are in our reflections; the greater the insights we uncover about ourselves. You'll realized that you've accomplished more than you imagined and this will empower you to achieve more in 2021!

Action:

When reflecting, pen it down somewhere - e.g. journal, notebook, EverNote.

Here up some questions to help you get started!

1. What were 3 key highlights in 2020 for you?
2. What were the 3 greatest challenges you faced in 2020?
3. Name 3 experiences, people or things you are grateful for this year.
4. Did I accomplish all of my objectives? If so, what contributed to my success? If not, what obstacles did I encounter?



ALIGN and oriented your goals and course of action

Next, it's time to set your goals.

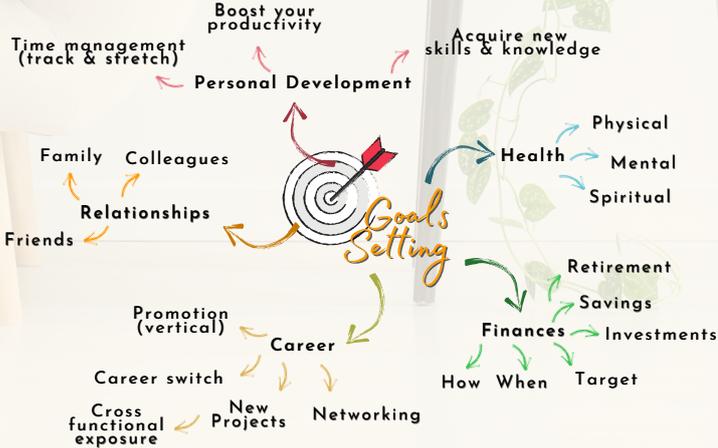
Start off by listing the different key areas - e.g. self care, personal development, career path ways, relationship building, etc. Once you have had the broad categories, start thinking what do you want to accomplish in these areas and list key actions.

An unfinished goal might be rolled over to this new year with a fresh perspective, embedding the learnings experienced last year. Apply them!

Just a list of goals will not be helpful, take the next step! Establish your timeline, the "what" and "how-to" accordingly. Be agile, don't expect things to unfold perfectly and be ready to pivot. Remember, life is a journey that we take step by step and not a sprint.

Pace yourself and don't lose sight of what you set to accomplish.

Action:
List down your goals,
timeline and the actions
to be taken.
[S.M.A.R.T Goals]



What's Ahead?



TRACK what you've achieved and find areas to **STRETCH** yourself even more

As a new year approaches, it is very important for us to look out for new opportunities and skills to keep ourselves relevant. With the introduction of 5G network, we can foresee that many new technologies will be birthed, and these requires new skills and knowledge to operate. You can enroll yourself to training programs (e.g. MySkillsFuture - **\$500 credit for all Singaporeans aged 25 and above**) or online courses (e.g. Coursera) for continual learning.

Remember, you are never too young or too old to start learning again!

Here are some questions to get you started!

1. What skills do you need to sharpen? Take a look at some areas which you may have been stagnant for some time.
(e.g. digital application skills)
2. What's your first step to take?
3. What do you want to master in the coming year?
4. Based on what you have done in "Take Stock", determine specific tasks/ projects or any other work you want to spend more time this year.
5. What is your mantra moving forward, when you get stuck?
e.g. Do or do not, there's no try
6. What is the ONE goal you will absolutely accomplish this year?
7. What kind of help do you need to move forward?
Where will you get it?



A person is shown from the side, wearing a white cable-knit sweater and a brown hat. They are sitting at a table, looking out a window at a bright sunset. A red mug is on the table. The scene is warmly lit by the golden light of the setting sun.

**Lastly, take a breath to savor
the journey, the progress ,
the shortfalls & celebrate
new beginnings!**

Focus.
Align.
Track.
Stretch.



PEOPLE FIRST, ALWAYS

