



Year of
YOU!



STAY
Curious

2024

It is the

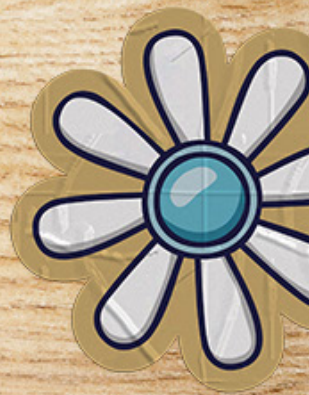
Year of
YOU!

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What will you do?

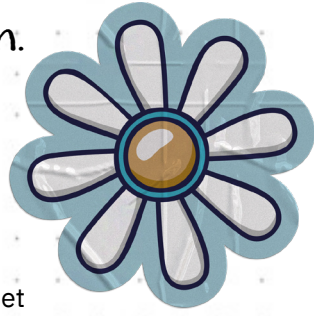
Where will you go?

What will you achieve?



HOW TO PLAN YOUR YEAR OF YOU

Planning your year empowers you to chart a course towards your dreams, unlock your potential, and create a life of purpose and passion.



YOUR STEP-BY-STEP GUIDE TO PLANNING YOUR YEAR AHEAD.

- 1. Reflect on the past year:** Reflecting on the past can help you identify areas for improvement and set realistic goals for the future.
- 2. Set your priorities:** Think about what matters most to you in the upcoming year. This could include personal, professional, health, financial, or other goals. Setting priorities will help you focus your time and energy on what's most important.
- 3. Define your goals:** Once you've identified your priorities, set specific, measurable, achievable, relevant, and time-bound (SMART) goals for each area. Break down your goals into smaller, actionable steps to make them more manageable.
- 4. Create a timeline:** Map out your year by creating a timeline or calendar. Start by marking important dates, such as deadlines, events, vacations, and milestones. Then, allocate time for working towards your goals and completing tasks.
- 5. Establish a system:** Find a system that works for you to keep track of your goals and tasks. This could be a digital calendar, a physical planner, a task management app, or a combination of tools. Make sure to review and update your system regularly to stay on track.
- 6. Stay flexible:** While it's important to have a plan, it's also essential to remain flexible and adapt to changes as they arise. Be willing to adjust your goals and plans as needed based on new opportunities or unforeseen circumstances.
- 7. Monitor your progress:** Regularly review your goals and progress to ensure you're on track. Celebrate your achievements and adjust your approach if necessary to overcome any challenges or setbacks.
- 8. Take care of yourself:** Remember to prioritise self-care and well-being throughout the year. Schedule time for rest, relaxation, hobbies, and activities that bring you joy and fulfilment.
- 9. Stay motivated:** Stay motivated by revisiting your goals regularly, visualising your success, seeking support from friends or mentors, and celebrating your progress along the way.

GOALS



This guide is filled with questions to help guide you on your journey and some helpful journal pages to inspire creative thinking, so grab some quiet time and a handful of colored pens, and get started today.



REFLECT ON LAST YEAR

Reflecting on these questions can provide valuable insights into your past year's experiences, accomplishments, challenges, and growth, helping you set intentions and goals for the year ahead.



TOP 5 ACHIEVEMENTS:

- What are the five most significant accomplishments or milestones I achieved this year?

THINGS I'M PROUD OF:

- What achievements, personal growth, or contributions am I most proud of from the past year?



LAST YEAR IN 3 WORDS:

- If I had to describe last year in just three words, what would they be and why?

MY BIGGEST CHALLENGE:

- What were the biggest challenges or obstacles I faced this year, and how did I overcome them?

MY FAVORITE MEMORY:

- What is my favorite memory from the past year, and what made it special or memorable?

PEOPLE THAT INSPIRED ME:

- Who were the people who inspired, motivated, or influenced me the most this year, and how did they impact my life?

5 LESSONS THAT I'VE LEARNED:

- What are five valuable lessons I learned from my experiences, successes, or failures this year?

WHAT I WANT TO STOP DOING:

- What habits, behaviors, or activities do I want to stop or eliminate to improve my life or well-being?

WHAT I WANT TO KEEP DOING:

- What habits, routines, or activities brought me joy, fulfillment, or success that I want to continue in the coming year?

WHAT I'M GOING TO START DOING:

- What new habits, goals, or activities do I want to start incorporating into my life to grow and improve?

MY FAVOURITE PLACES I WENT:

- What were the most memorable places I visited or experiences I had this year, and what made them memorable?

Be
Unapologetically
YOU!



YEAR:

IN REVIEW

TOP 5 ACHIEVEMENTS

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2023


IN 3 WORDS

MY
Favorite
MEMORY

THINGS I AM PROUD OF

PEOPLE THAT INSPIRE ME





5 LESSONS I HAVE LEARNT

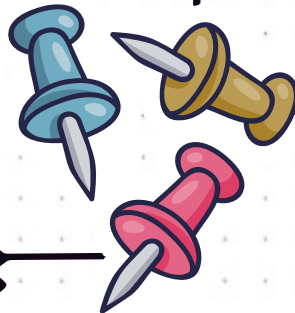
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THINGS I WANT TO STOP DOING

MY FAVOURITE
Places

THINGS I WANT TO KEEP DOING



MY BIGGEST CHALLENGE

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THINGS I WANT TO START DOING

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SETTING GOALS

By answering these questions, you can create clear and meaningful yearly goals in the areas of Personal, Health, and Academic, guiding your focus and actions throughout the year.

PERSONAL GOALS:

- **Self-Development:** What skills, habits, or personal qualities do I want to develop or improve upon this year to enhance my personal growth and fulfillment?
- **Relationships:** How can I strengthen my relationships with family, friends, and loved ones? What specific actions can I take to deepen connections and foster meaningful interactions?
- **Passions and Hobbies:** What hobbies, interests, or creative pursuits do I want to explore or dedicate more time to this year to enrich my personal life and overall well-being?

HEALTH GOALS:

- **Physical Fitness:** What are my fitness goals for the year, whether it's improving strength, endurance, flexibility, or achieving a specific fitness milestone? How will I incorporate regular exercise into my routine to achieve these goals?
- **Nutrition:** How can I improve my eating habits and nourish my body with wholesome, balanced meals? What specific changes can I make to my diet to support my overall health and well-being?
- **Mental and Emotional Wellness:** What strategies can I implement to prioritise my mental and emotional health this year, such as practicing mindfulness, managing stress effectively, or seeking support when needed?

ACADEMIC GOALS:

- **Learning and Growth:** What subjects or areas of knowledge do I want to deepen my understanding of or explore further this year? How will I pursue continuous learning and intellectual growth in both formal and informal settings?
- **Academic Achievement:** What specific academic goals do I want to accomplish this year, whether it's improving grades, mastering a particular skill, or completing a challenging project? What steps will I take to achieve these goals?
- **Personal Development:** How can I leverage my academic experiences to develop transferable skills and qualities that will benefit me beyond the classroom? What extracurricular activities, internships, or opportunities can I pursue to enhance my personal and academic growth?



2024 Goals

love
YOURSELF
= first =

PERSONAL

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HEALTH

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Believe
YOU
CAN

ACADEMIC

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STAY
Curious

YEARLY PLAN GUIDE



Grab your colorful pens and have fun filling your page with inspirational thoughts, doodles and stickers. Here are some questions to help you get started on your yearly plan.

FAMILY:

- How can I prioritise quality time with my family members amidst my other commitments?
- What specific activities or traditions do I want to create or continue with my family throughout the year?
- How can I improve communication and strengthen relationships within my family circle?

WORK:

- What are my career aspirations for the year, and what steps can I take to move closer to achieving them?
- How can I better manage my workload and schedule to enhance productivity and work-life balance?
- What new skills or knowledge do I want to acquire in my profession, and how can I incorporate learning opportunities into my schedule?

HEALTH:

- What are my health and fitness goals, and what strategies can I implement to achieve them?
- How can I prioritise self-care practices, such as adequate sleep, healthy eating, and stress management, throughout the year?
- What preventive health measures, such as regular check-ups and screenings, do I need to schedule and prioritise?

FINANCE:

- What are my financial goals for the year, such as saving for specific milestones or paying off debt?
- How can I create and stick to a realistic budget that aligns with my financial goals and priorities?
- What steps can I take to improve my financial literacy and make informed decisions about saving, investing, and spending?

PERSONAL GROWTH:

- What areas of personal development do I want to focus on this year, such as mindfulness, resilience, or self-confidence?
- How can I incorporate regular reflection and goal-setting practices into my routine to foster personal growth?
- What resources, such as books, courses, or workshops, can I utilise to support my personal growth journey?

RECREATION:

- What leisure activities or hobbies do I enjoy and want to prioritise in my free time?
- How can I schedule regular breaks and relaxation periods to prevent burnout and maintain mental well-being?
- What new experiences or adventures do I want to pursue for recreation, and how can I plan for them throughout the year?

TRIPS:

- What destinations do I want to visit this year, and what steps do I need to take to plan and budget for these trips?
- How can I balance my desire for travel with other commitments and responsibilities throughout the year?
- What specific activities or experiences do I want to include in each trip to make them memorable and meaningful?

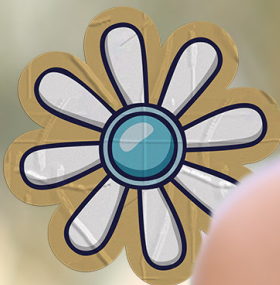


A DREAM written down
with a date becomes a GOAL.

A goal broken down into

★ steps becomes a PLAN.

A plan backed up by ACTION
becomes REALITY.



YEAR PLAN FOR 2024



WORK

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FAMILY

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HEALTH

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FINANCE

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PERSONAL GROWTH

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RECREATION

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TRIPS

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NOTES



DATE: _____

Year of YOU!

THINGS I'M LOOKING FORWARD TO

★ _____

PLACES I WANT TO GO

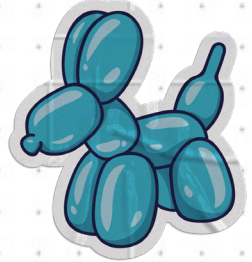
THINGS I WANT TO BE AMAZING AT

WAYS I CAN HELP OTHERS

NEW THINGS IM GOING TO TRY

WEEKLY/MONTHLY PLAN GUIDE

Feel free to customise your planner with additional details or subtasks for each day as needed. Happy planning!



WHAT ARE MY TOP PRIORITIES FOR THIS MONTH?

- Identify the most important goals or tasks you need to accomplish within the next 30 days.

WHAT SPECIFIC ACTIONS DO I NEED TO TAKE TO ACHIEVE THESE PRIORITIES?

- Break down each priority into actionable steps or tasks that you can schedule throughout the month.

WHAT DEADLINES OR MILESTONES DO I NEED TO KEEP IN MIND?

- Determine any upcoming deadlines, events, or milestones that require your attention during the month.

WHAT COMMITMENTS OR OBLIGATIONS DO I HAVE OUTSIDE OF WORK OR PERSONAL PROJECTS?

- Consider any appointments, meetings, family obligations, or social events that need to be accounted for in your planner.

HOW CAN I ALLOCATE MY TIME EFFECTIVELY TO BALANCE WORK, PERSONAL LIFE, AND SELF-CARE?

- Plan your daily and weekly schedule each month to ensure you have dedicated time for work, relaxation, hobbies, exercise, and spending time with loved ones.

WHAT POTENTIAL CHALLENGES OR OBSTACLES MIGHT I FACE THIS MONTH, AND HOW CAN I PREPARE FOR THEM?

- Anticipate any potential challenges or distractions that could affect your productivity or derail your plans, and brainstorm strategies to overcome them.

HOW WILL I TRACK MY PROGRESS AND ADJUST MY PLANS AS NEEDED THROUGHOUT THE MONTH?

- Decide on a method for tracking your progress on tasks and goals, and establish regular checkpoints to review your planner and make adjustments as necessary.

WHAT HABITS OR ROUTINES DO I WANT TO PRIORITISE OR ESTABLISH THIS MONTH?

- Consider any new habits or routines you want to incorporate into your daily or weekly schedule to support your overall well-being and productivity.

By addressing these questions, you can create a comprehensive monthly planner that helps you stay organised, focused, and proactive in pursuing your goals and priorities.



MONTHLY PLAN

GOALS:



MONTH:

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY

PRIORITIES:



COMMITMENTS

DAILY PLAN GUIDE

Enjoy the planning process and make today your best one yet!

TOP 3 PRIORITIES:

- Identify the most important tasks or goals you need to accomplish within the next 24 hours.
- What specific actions do I need to take to progress towards these priorities today?



TO-DO LIST:

- Break down each priority into actionable steps or tasks.
- What specific actions do you need to take to achieve these priorities?



APPOINTMENTS:

- Break down each priority into actionable steps or tasks that you can schedule throughout the day.
- What appointments, meetings, or deadlines do I have scheduled for today?

MEALS FOR THE DAY:

- Plan your daily meals to ensure balanced nutrition and healthy eating habits.
- Set a daily water intake goal to stay hydrated and maintain optimal health.
- Colour each drop until you reach your goal.

PLAN:

- Plan your daily schedule, including specific time blocks for work tasks, breaks, meals, exercise, relaxation, and other personal activities.
- What tasks or activities do I need to delegate or postpone to manage my workload effectively?

GRATITUDE:

- Take a moment to reflect on things you're grateful for.
- What are some blessings or positive aspects of your life that you're thankful for this month?

NOTES:

- Use this space to jot down any additional thoughts, ideas, or reminders for the month ahead.

Set aside time for regular check-ins to review your progress, adjust your schedule if necessary, and ensure you're on track to accomplish your goals for the day.



Challenge yourself, to learn one new thing every day!

Try [atingi.org](https://www.atingi.org)

DAILY PLAN



DATE: _____

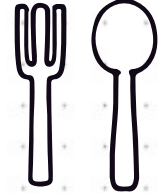


TOP 3 PRIORITIES:

Blank space for writing top 3 priorities

TO DO LIST:

- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____



BREAKFAST:

LUNCH:

DINNER:

SNACKS:

APPOINTMENTS

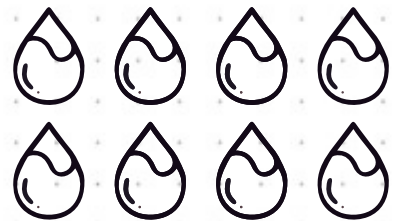


NOTE



THINGS I GRATEFUL FOR

Large wavy-edged area for writing things you are grateful for



QUOTE OF THE DAY:

“

PLANNING STUDY TIME

By answering these questions, you can effectively fill out your study planner or timetable, ensuring that you allocate time appropriately for each subject, prioritise tasks based on deadlines, and set clear study goals to stay focused and organised.

SUBJECT:

- What subjects or topics do I need to study this week/month?
- Are there any specific courses or modules I need to focus on?

DEADLINES:

- What are the upcoming deadlines for assignments, projects, or exams?
- When do I need to submit or complete each task or assessment?

SCHEDULE:

- What is my weekly/monthly schedule like in terms of classes, work, and other commitments?
- When do I have blocks of time available for studying each subject?

STUDY GOALS:

- What are my specific study goals for each subject or topic?
- How much time do I need to allocate to each subject to achieve my study goals?

IMPORTANT NOTES:

- Are there any important notes or reminders related to specific subjects or deadlines?
- Do I need to factor in additional study resources, such as textbooks, online resources, or study groups?

Did you know?
You can find inspiration
on courses you can
take to learn new skills
on [atingi.org](https://www.atingi.org)



STUDY PLANNER

DATE: _____



SCHEDULE

SUBJECT: _____

7-8AM	
8-9AM	
9-10AM	
10-11AM	
11-12AM	
12-1PM	
1-2PM	
2-3PM	
3-4PM	
4-5PM	

TODAY'S SUBJECTS

DEADLINES

STUDY GOALS

- _____
- _____
- _____
- _____
- _____
- _____

IMPORTANT NOTES

**WORK
Hard
(Stay
Positive)**

M O O D Tracker

ADD THE COLOUR AND EXPRESSION OF YOUR MOOD EACH DAY.

Understanding your feelings helps you handle them better, make smarter choices, and aim for a happier life.

1ST 2ND 3RD 4TH

5TH 6TH 7TH 8TH

9TH 10TH 11TH 12TH

13TH 14TH 15TH 16TH

17TH 18TH 19TH 20TH

21ST 22ND 23RD

24TH 25TH 26TH 27TH

28TH 29TH 30TH 31ST



HAPPY



EXCITED



GOOD



RELAXED



NEUTRAL



TIRED



SAD



STRESSED



ANGRY