# The Inside Stylists FULL EDITION

# PLANNER

ACHIEVE YOUR WORK AND LIFE GOALS



www.InsideStylists.com

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How to achieve your work and life goals

#### Welcome to another year!

So what is 2022 going to be all about for you?

I've never seen such a drive for a more mindful, calm, self-nurturing life. We're all looking for a way to move forward and make the most of our lives in the best way possible and for us freelance creatives it's never been more important to be self aware, postivie and focused.

Every year we get to set our own intentions. Plan out what we <u>really</u> want to achieve, where we want to go, who we want to work with, and all the other challenges - personal and professional, that we want to set ourselves to achieve by 31st December.

With every new year comes a time of reflection and goal setting - whether you write your plans down or not you'll definitely be thinking about the year ahead and what you want to achieve in 2022. And that's what the is planner is all about.

I've lived by the saying...

#### "Fail to plan and you plan to fail!"

for many years now and it's never been more true than now. The more planning I do the more I can get done. It's as simple as that.

#### Moving on from 2021

Yes, it was another crazy year of unpredictability but it's still really important to review the year anyway. There's always, always, <u>ALWAYS</u> a silver lining to be found. It's also a huge motivating launch pad for 2022 so let's get reviewing and see what really happened for us last year.

Let's get started...

#### Reviewing 20201

#### It's time to recap

Last year was totally unpredictable but I bet you did a whole lot more than you remember. Have a look at your calendar and see where you were early on in 2021. It's easy to forget things from early in the year or between restrictions so give your mind a jog.

Looking at each month in turn, write down everything you did, events you went to, work attained, Zoom meet-ups, family events and projects completed.

Write it all down here

### Reviewing 2021

#### Where did you hold yourself back

Really thinking about where you stopped yourself moving forwards during 2021 will give you headspace to ensure you don't repeat that action next year. Think about all areas of your life and why you held yourself back.

If you completed last years planner have a look at what goals you set back then.

#### 2021 Discovery

#### It's all about you.

When we stop to think about what we've enjoyed - or not enjoyed about last year we can plan to make better decisions in the future.

Answer these questions to move your 2022 forwards

What one thing would you do differently and why?

What was one of the biggest, positive surprises you experienced this year?

What event/trip/evening did you enjoy most and how can you do more of that?

What achievement are you most proud of from this year?

What was a goal for the year that you kept up till December?

What did you try that didn't work out, but the process moved you forward?

What was the highlight of your year?

What did you discover that you loved?

# Reviewing work

#### What did you work on this year?

Think about all you achieved in your work life last year. Did you make new contacts, work with new brands, take on new areas of work? I know it was a difficult year but think about what you achieved.

think about what you achieved.	
What were my biggest wins?	What was the biggest lesson I learnt?
What's a skill I have gained confidence in this year?	What did I ask for help with this year where I'm glad I did?
What was the biggest work I completed?	What was the best decision I made?
Who did I enjoy working with most & why?	Did I do anything for the first time?

# Questions about work

#### Working this year

What moved your career forwards this year? Where did you hold yourself back?

What was your most successful piece of work this year and why?
What did you not accomplish in work this year and why?
What were your three biggest challenges and how did you overcome them?
What have you learnt about yourself this year from your work?

# Reviewing 2021: Routines

#### What did you put in place in 2021?

Having routines in place, whether they're personal or work-related are the

cornerstones in place, whether they're personal or work-related are the cornerstones of success. How did you use routines in 2021 and how can they be improved in 2022?		nerstones of success. How did you use routines in 2021 and how can they be	
What was a new habit or routine you did this year that has improved your efficiency			
Describe your morning / evening routine that made life flow easier this year			
What did you face head-on this year, ie. you finally dealt with your finances or had a difficult conversation with a colleague, client or friend?			
What little thing did you enjoy most in your everyday life? What simple pleasures?			

# Personal goals

#### Let's get happy

It's easy to make plans and set goals for work but personal goals are much easier to put to one side and think about "later". But remember, if your personal goals are getting ticked off then the work ones will automatically follow.

Here are seven questions about your personal life from 2021  1. What are you most grateful for?	
2. Which three people did you enjoy spending the most time with? IRL or virtual	ly.
3. Which three people did you not enjoy spending time with?	
4. Which three people influenced you the most in 2021?	
5. What purchase turned out to be the best decision ever and why?	
6. What had the biggest positive impact on your life this year?	
7. What experience would you like to do all over again?	

### Remembering the best bits of 2021

#### Memories

What made you happiest this year? What events, time with family or friends, or day trips created the best memories? Even with restrictions there have been speical times. Describe those events in detail here.

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# 2022

#### This is what I want my next year to be all about

Just the act of writing down goals - in pen, slowly so your brain can take it all in, will increase the success of achieving them. With that in mind, this is the time to really add details about what YOU want to achieve in the coming year. Add your bucket list items, think big and don't worry too much about the how - just get it all down on paper.

# Making 2022 your best year yet!

#### It's goal time

What are the most important things you want to achieve in the coming year? Write them down here.

What's your number one goal for 2022

What do you want to do differently this year

What skills do you want to achieve

What do you want to earn in 2022?

What do you want to achieve in your career this year

Which personal quality do you want to develop or strengthen

What are your health goals for 2022

How would you like to relax this year

## Dream big for 2022

#### What are your biggest goals for the coming year

Imagine it's December 2022. Write down what your ideal year would look like if everything went to plan. Dream big here, don't hold back for a second. Having the vision for what you want your year to look like is a game changer.

# Planning for a successful 2022

#### Three things I will do next year...

Three things I want to achieve most  1.
2.
3.
Three things I will let go of to move forwards 1.
2.
3.
Three things I will be brave about this year  1.
2.
3.
Three things I will no longer procrastinate about 1.
2.
3.
Three things I will say no to  1.
2.
3.

#### Your word for 2022

#### Words to live by.

Chosing one word as a focus for the year is a practice that's been around for a while now and it really helps to achieve your personal, work, health and happiness goals when used as a focus for the decisions you make. The word you chose should encompass everything you're aiming for in 2022. It's about whom you want to be and how you want to live your life. You can choose more than one word but the less words you use the more focused you'll be.

Once you've chosen your word write it down and put it where you'll see it - in your diary, at the top of your to-do list, printed off and stuck to your office wall.

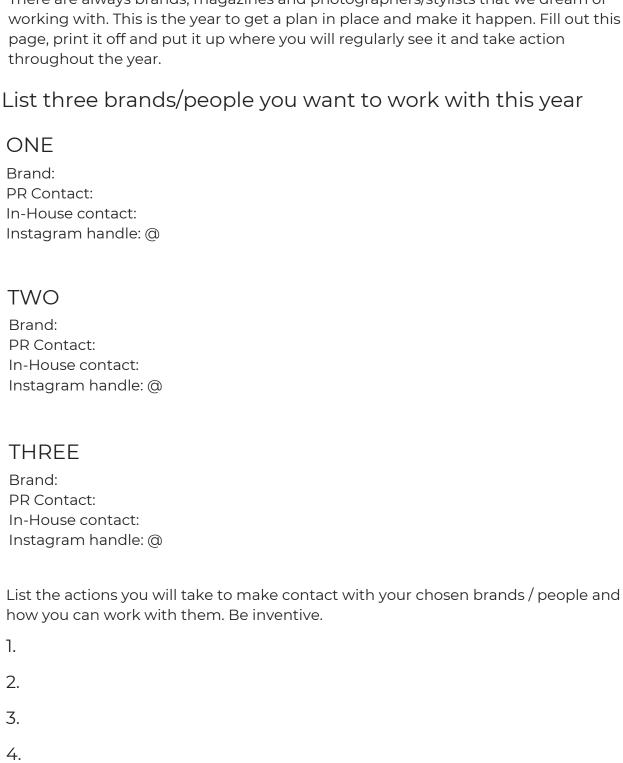
Here are some examples but you can use any one word that suits your goals.

Minimize, Organize, Brave, Live, Connect, Direction, Ambition, Together, Be, Persistence, Appreciate, Awake, Routine, Sacrifice, Learn, Action, Invest, Curious, Choice, Enjoy, Silence, Generous, Open, Adventure, Optimism, Embrace, Courage, Different, Ignite, Integrity, Balance, Shine, Write,, Believe, Trust, Create, Truth, Mindfulness, community, Pause, Listen, Imagine, Breathe, Empower, Determined, Diligence, Present, Relentless, Joy, Discover, Change, Momentum, Push, Growth, Rebuilding, Awake, Forward, Resolve, Unstoppable, Transition, More, Confidence, No, Progress, Grace, Focus,, Relax, Purpose, Simplify, positivity, Transformation, Risk, Reflection, Opportunity, Enjoy, Silence, Generous, Adventure, Finish, New,

#### Work goals- The Who

#### Who do you want to work with in 2022?

There are always brands, magazines and photographers/stylists that we dream of working with. This is the year to get a plan in place and make it happen. Fill out this page, print it off and put it up where you will regularly see it and take action



5.

### Work goals- The What

#### What are your big work goals for 2022?

What big, hairy, audacious goals do you have for work this year? Do you want to do more spec shoots, write a book, work on your website, get up to 10,000 followers on Instagram? Whatever it is write it down here and make a plan.

What is your goal:

ist what actions you need to take to make it happen
_
_
_
_
-
Date you will complete this by:
What is your goal:
ist what actions you need to take to make it happen
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-
_
_

Date you will complete this by:

# Work goals- The What

What is your goal:
List what actions you need to take to make it happen
_
_
-
- -
Date you will complete this by:
What is your goal:
List what actions you need to take to make it happen
_
_
_
_
_
Date you will complete this by:

# Your 2022 Summary

My biggest personal goal for the year	
My Diggest personal goal for the year	
My biggest work goal for the year	
Financial goal for the year	
My biggest health goal for the year	
My biggest health goal for the year	

#### Well done for making it to the end.

# You're all set to succed in 2022

#### Making the most of this planner

Now you've got a clear understanding of what 2021 was all about for you and exactly what you want to achieve in 2022 you can take some further steps to achieve greatness this coming year.

Here are some easy ways to stay on track once the buzz of the new year is a distant memory.

- Once you've completed every page of the planner find a trusted friend or family member to share your findings with. This alone can set your mind into taking more action. They may also be able to help or advise on how you can achieve your biggest goals. Plan to review this planner again in December 2022 to see how you did. You'll have accomplished more than you would have imagined.
- Find an accountability partner to work with. Regularly checking in with a goals partner will give you a deadline to work to especially if you meet every week.
- Keep this planner where you can see it and reflect on it regularly, whether that's every month or every quarter. Set a reminder in your diary to re-read your goals and ambitions.
- Writing your biggest goals down daily will keep them at the forefront of your mind and you'll automatically make decisions to move towards achieving them. If you journal, write your goals down in your notebook. Otherwise, add the goal you are working on at the top of your to-do list each day.
- Stay positive, a year is a long time and some objectives take longer than others. Treat everything as a marathon, not a sprint and you'll get there.

# Wishing you an amazingly succesful 2022



# Your 2022 Printables

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# DAILY PLANNER

DATE:









WATER INTAKE:



TODAY'S **APPOINTMENT:** 

TIME:

EVENT:

TODAY'S GOALS



TO CALL OR EMAIL:

**REMINDER TO:** 



THINGS TO GET DONE TODAY:

**EXERCISE:** 



TOTAL MINUTES:

TOTAL

TODAY I AM **GRATEFUL FOR:**  NOTES:

FOR TOMORROW:

# DAILY PLANNER

S M T W T F S	Date:
SCHEDULE	GOALS
07:00	
08:00	
09:00	
10:00	
11:00	
12:00	REMINDERS
13:00	KEMINDEKS
14:00	
15:00	
16:00	
17:00	
18:00	NOTES
19:00	
20:00	
21:00	

# WEEKLY PLANNER

SUNDAY	MONDAY
TUESDAY	WEDNESDAY
THURSDAY	FRIDAY
SATURDAY	NOTES

# SOCIAL MEDIA TRACKER

MONTH PAGE VIEWS **FOLLOWERS FOLLOWING JANUARY FEBRUARY** MARCH APRIL MAY JUNE JULY **AUGUST** SEPTEMBER **OCTOBER** NOVEMBER **DECEMBER** 

# The Inside Stylists

# CALENDAR

ACHIEVE YOUR WORK AND LIFE GOALS

Download your 2022 calendar directly from Canva so you can plan and edit to your specific goals

Click here to get your calendar



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