

This working document can be used in any situation to get clearer about priorities and next steps.

Walk through steps 1-5 in the order they appear, answering the questions below and at the end of the process, it will be clear what are your next steps are.

Step 1: What is your current reality (no judgments, no filtering). Write down all that is on your mind.


Step 1: Current Reality


Step 2: What are the outcomes you want? What is your vision? How would you know it? What would success look like?

Step 2: Outcomes

Step 3: What or who is supporting you with attaining your outcomes/vision?

Step 4: What or who is inhibiting you from attaining your outcomes/vision?


Step 3: Support?


Step 4: Inhibit?

Step 5: What are 3 next steps that you will do, why are they important and when will you complete them?

5. Next Steps

What	Why it's important	By when?
1. _____		
2. _____		
3. _____		