



[Instructions](#)

[Section 1 - Reflect on 2023 \(for yourself\)](#)

[Section 2 - Reflect on 2023 \(for the team\)](#)

[Section 3 - Reflect on 2023 \(for each other\)](#)

Instructions

1. Do all these reflections individually before sharing as a team. Write down your answers.
2. Set a distraction-free time to share with your team. Share one by one for each question giving everyone time to answer.
3. After you have shared answers to Section 1 ask your teammates to share their answers about you from Section 3 to the respective question.
E.g. After Team Member 1 has shared their answer to Question 1, ask your teammates to share their answers about you from Section 3 Question 1. When others are sharing, don't interrupt. Just listen actively. If you have a question, ask for clarification. If anything resonates, write down notes. If nothing resonates, ignore their answers. There is no need to agree or disagree.

Section 1 – Reflect on 2023 (for yourself)

1. What are the top 1-3 things you have learnt about your strengths/ things you excel at? Think broadly. Reflect on things you don't just think you did well on but things that may be others told you too. Think about areas where you saw best results.

2. What are the top 1-3 things you learnt you are not good at/ you don't excel at?
Some of these might be things you have learnt you are pretty bad at/ will require a lot of effort to learn. Some of these might be things you realize you are mediocre or good at, but don't excel at it. Think about not just what you feel but the results and the feedback from others.
3. What are the top 1-3 things you learnt you enjoy doing?
Think deeply about the things that truly light you up and bring joy to you.
4. If you could focus on only one thing in 2024, what do you think it should be?

Section 2 - Reflect on 2023 (for the team)

5. Think of 3-5 people who you feel if they were on the team we would be unstoppable. Write their names. Then reflect on what about them makes you believe so.
This is a great way to discover your values versus what you might think you value.
6. What are the top 1-3 lessons you have learned about our market segment/ business?
Think broadly from product, customers, markets, finances, etc.
7. What are top 1-3 lessons you have learned in general that you think we should keep in mind as a business going into 2024?

Section 3 - Reflect on 2023 (for each other)

Reflect on the following for each member in your team.

8. What are the top 1-3 things you have learnt about the other person's strengths/ things you think they excel at?
Think broadly. Think about areas where they created best results.
9. What are the top 1-3 things you learnt they are not good at/ don't excel at?
These might be things you think will require a lot of effort to learn/ they are mediocre at/ good at, but they don't excel at it.

10. What are the top 1-3 things you admire about the other person?