



The Harvest Season: Reflection Workbook

**Turn experience into wisdom you can
use next year.**

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Why harvest, not just close?

Many leaders wrap up the year by clearing tasks and moving on. Harvesting is different. It means looking at what actually grew – results, patterns, and behaviors – and deciding what to keep, what to release, and what to replant differently next season. Done well, it prevents repetition and focuses your effort where it matters.

How this workbook works

- Plan for 45–60 minutes of focused time. If needed, split it across two sessions.
- Move in order: big picture → Strategic / Relational / Personal bins → blind spots → release → carry forward → bridge to January → summary.
- Write short, honest notes. Clarity beats detail.

What you'll leave with

- Three clear lesson sets (**Strategic, Relational, Personal**)
- A short release list you're done carrying
- A practical shortlist of what to carry into the new year
- A simple bridge plan for January (hand-off to SMARTER goals)

Surveying the Field (Big Picture)

Before sorting details, step back. Seeing the year as a whole prevents you from overweighting the last few weeks and missing quiet patterns that ran all year. Scan your calendar, photos, and major deliverables. Capture the highlights below without editing yourself.

Prompts:

- Top 5 defining moments of the year:

1. _____
2. _____
3. _____
4. _____
5. _____

- What surprised me most – in results, timing, or people?

- What drained me the most? What energized me the most?

Drained: _____

Energized: _____

- Patterns I notice across these answers (themes, causes, timing):

You'll carry forward from this page

- One insight I do not want to lose: _____

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Sorting the Crop (Overview of the Three Bins)

Mixing everything together creates noise. Separating lessons into three bins turns noise into direction. Skim your notes from Page 2. Jot quick bullets into each bin. You'll deepen them on the next pages.

- **Strategic** (decisions, timing, priorities, direction)

Quick notes: _____

- **Relational** (communication, trust, alignment, influence)

Quick notes: _____

- **Personal** (energy, habits, mindset, resilience)

Quick notes: _____

You'll carry forward from this section

- One area that clearly needs more attention next year: _____



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Strategic Lessons (Decisions & Direction)

Strategy is not just what you chose; it is when, in what sequence, and why. The aim here is to surface decision quality and refine your playbook. Keep your answers brief. Focus on the causes and conditions, not just the outcomes.

Prompts

- What decisions paid off? Why did they work?

- What did not pay off? What assumption or timing was off?

- Where did we overcomplicate or under-plan?

- Which assumptions were proven wrong?

- Where did sequencing or timing make the difference?

Summary – 3 Strategic lessons to carry forward

1.

2.

3.

One Strategic adjustment I will make next year:

Relational Lessons (Trust & Communication)

Most performance gains or losses have a relational root: trust, clarity, cadence, or alignment. This page turns “people issues” into learnable leadership. Be candid and specific. This is for your improvement, not blame.

Prompts

- Where did trust deepen? What created it?

- Where did trust weaken? What contributed?

- Which relationships most strengthened results? How will I invest there?

- Where did communication break down (signals missed, cadence, clarity)?

- Where did I influence well? Where did I push when listening was needed?

Summary – 3 Relational lessons to carry forward

1.

2.

3.

One Relational adjustment I will make next year:

Personal Lessons (Energy & Habits)

Leadership is renewable energy. When you manage it well, your decisions improve, your patience increases, and your team benefits. Tell the truth. You are aiming for practical adjustments, not a perfect score.

Prompts

- Where did I operate at my best? What conditions supported that?

- What habits held me back (delay, overwork, avoidance, context switching)?

- How did my energy, health, and focus show up over the year?

- Which stress signals did I ignore?

- What practices reliably restored me?

Summary – 3 Personal lessons to carry forward

1.

2.

3.

One Personal adjustment I will make next year:

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The Unseen Weeds (Blind Spots & Surprises)

Blind spots are not failures; they are tuition. Naming them is how you reduce the cost next time. Write one line per prompt. You are looking for clarity, not detail.

- What did I not see coming?

- Which assumptions quietly drove decisions?

- What feedback did I resist or ignore – and why?

- Where did I rationalize a pattern instead of addressing it?

You'll carry forward from this section

One blind spot I will actively watch for next year: _____

What I Choose to Lay Down (Release)

You cannot carry everything forward. Releasing is not quitting; it is stewardship. Limit yourself to a short list. Fewer items, fully honored, beats a long list you will ignore.

- Beliefs or expectations I'm releasing:

- Habits or routines I'm letting go of:

- Roles or responsibilities I've outgrown:

- Obligations that are no longer required:

You'll carry forward from this section

One sentence to remind myself what I no longer carry: _____

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What I Choose to Carry (Translate to Action)

This section turns reflection into direction. Keep it short and usable. Capture only what you intend to practice. If it is not actionable, refine it until it is.

- **Top 3 leadership lessons**

1. _____
2. _____
3. _____

- **Top 2 personal lessons**

1. _____
2. _____

- One behavior to strengthen: _____
- One behavior to reduce: _____
- One commitment to myself: _____
- One commitment to others: _____

You'll carry forward from this section

If I truly carry these forward, what changes first? _____

Planting for the Next Season (Bridge to January)

Momentum comes from clear first steps. This page connects your lessons to January actions so nothing gets lost in the holiday reset. Keep these visible. Post them where you plan your week.

- **Three January priorities informed by this harvest**

1. _____
2. _____
3. _____

- **Starter actions in Week 1** (small, specific):

- _____
- _____
- _____

- **What I'll measure weekly** (simple and visible): _____

Note: Copy these measures to the "Measurable" line on your SMARTER goals.

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- Risks to watch / Protections to put in place

Hand-off to goals

Ready to formalize these priorities as SMARTER goals? Use my Goal-Setting tool next and convert each priority to a SMARTER goal.

You'll carry forward from this section

One line I'll share with my team about how these lessons shape next year: _____

Harvest Summary, Celebration & Sign-Off

What you just accomplished

- You saw the year as a whole instead of a blur.
- You separated lessons into **Strategic, Relational, and Personal** bins.
- You named blind spots without blame.
- You released what no longer serves your leadership.
- You chose what to carry into the new year.
- You built a simple bridge into January with clear first actions.

Seal the harvest

Choose one small reward or ritual to acknowledge this work and anchor your commitments:

Write one line that sums up the lesson of this year:

Closing thought

Leadership is stewardship – of people, time, energy, and lessons. This harvest is not backward-looking; it is forward-feeding. Protect it by practicing what you wrote here.

Date: _____ Signature: _____