

2025

Welcome to your New Year



Kickstart the Year

Welcome to Your New Year! 🎉

Hello! 🙌

Before we get into the workbook content, we want to take a moment to introduce ourselves. We are **focused space** — a small but mighty team on a mission to help people bust through procrastination, build new healthy habits, and connect to the things in life that really matter to them.

Like you, our members are very busy people — they are starting new jobs and businesses, trying to stay afloat with heavy work demands, balancing care-taking with other responsibilities, trying to make progress on creative work... and much more. We built **focused space** to be the kind of support we wished we had in our lives during life transitions, stressful projects, and the chaos of the everyday.

You can consider us your dedicated support team to **help you accomplish your goals, big and small**. We are invested in your success, and that's what makes our program work — that and our amazing community of members, who will be by your side in finding accountability all year long.

This workbook is our New Year gift to you! You can use it during our two Kickstart the Year workshops in January, or you can go through it at your own pace.

That's all for now!

Looking forward to getting to know you better in 2025,

— the **focused space** team

Step



What happened in 2024?

Estimated time: 25 minutes

Last year was... kind of blur, wasn't it?

We think reflection is the key to charting a new course forward. Before we start each new year, we like to start by **remembering what we did last year** and **paying special attention to what's meaningful to us**.

Let's take a look at your 2024, month-by-month. Look through your calendar or notes.

For each month, if you see a meaningful event, gathering, accomplishment, challenge, or project: write it down below.

January

February

March

April

P.S. If you don't keep a calendar, do your best with what stands out in your memory!

Step

1

2

3

4

May

June

July

August

September

October

November

December

P.S. If you don't keep a calendar, do your best with what stands out in your memory!

Step

1

2

3

4

Gardening

Estimated time: 5 minutes

In this step, we will reflect on habits — or ways of being and thinking — that we experienced in 2024. Some habits have been working well and we might want to bring them into the new year with us. Others... maybe not so much.

We find gardening to be a helpful metaphor. Letting go of habits or routines that hold us back is like weeding and pruning — **it helps us make room for new growth.**

For example, many of us at focused would love to stop scrolling our phones so much at night... maybe it's time to let that habit go in order to replace it with something else that is actually soothing, restful, and inspiring. This is a great time to dream: what could that new thing be?



Step



Gardening, continued

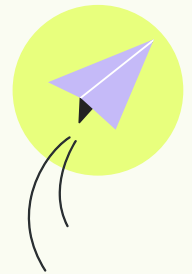
Estimated time: 5 minutes

So we invite you to think about these questions: **What might you want to prune from your life? What seeds do you want to plant and water in the new year?** 2025 is a time to blossom.



Let Go

Inside the leaf, write down a few things you want to leave behind in 2024.



Let's Grow

Inside the leaf, write down a few things (new or old) that you want to bring into 2025!



Step



Brain Dump

Estimated time: 6 minutes

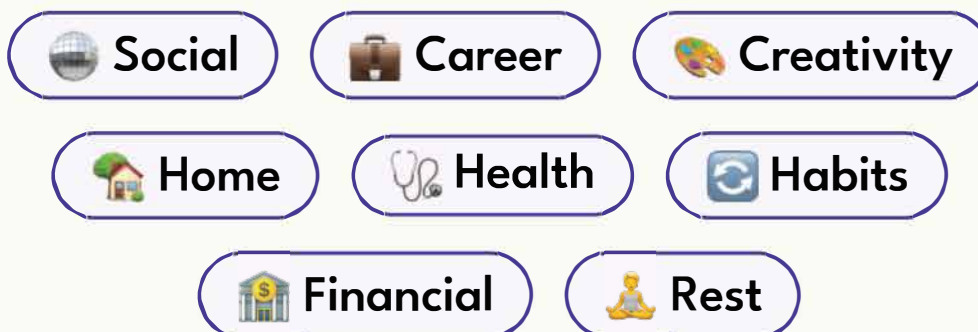
So far, you've reflected on the past year and explored some of your thoughts on what you want to bring into 2025. Great job! Now you're ready to start setting goals for the year ahead.

If a whole year feels like a long time, plan for just the first three months. In fact, we highly recommend sticking to just three months at a time. We find that this is a good way to keep momentum and keep your goals relevant for present-you, not just past-you.

We'll start with a "Brain Dump." A Brain Dump help us get ideas out of our heads and onto paper. **Let's give it a try: on the next page, write down everything you want to do this year here, without filtering yourself.** Check out the Areas to Explore below for some ideas to get started! Feel free to use ideas from the Gardening section too.

P.S. We're giving you a free-form box for this section, so that you can express yourself however you like. e.g. lists, diagrams, drawings.

Areas to Explore



Step



Brain Dump, continued

Estimated time: 6 minutes

Express Yourself

Step



3 Goals for 2025

Estimated time: 6 minutes

It'd be awesome if we could do **all the things**, but as you already know, we are more likely to succeed if we can narrow down our focus to just our top goals. Let's do this!

Review your notes from the previous sections, and **see what arises for you as the most important three goals for 2025.**

If you can, try to make your goals as specific as possible, and ideally measurable too. If any of your goals are *outcome goals*, we recommend that you also include a *process goal* that will get you there. For example, if your **outcome goal** is to launch your new website, your **process goal** could be to spend 2+ hours every week working on the website. It's important to think about the little steps that will get you there.

Goal 1

Goal 2

Goal 3

Step



3 Goals for 2025: Support

Estimated time: 6 minutes

Once you have clarity around your goals, it's important to put support systems into place to help you accomplish your goal.

Here are some questions to get you thinking:

- How will I track my progress?
- Who can I ask for help with this goal?
- Can I take advantage of the focused wake-up calls and community sessions to keep me on track every week and every day?
- Where will I work on this?
- When will I work on this?
- Do I foresee any obstacles? What will I do if they come up?

Support 1

e.g. Attend one Focused Space Community Session each week for this goal!

Support 2

Support 3



You kickstarted your year — which means you're on your way to having a great 2025.

Ready to put your plans into action?

We're here to help.

As a focused space member, you'll have daily support from us in the form of morning Wake-Up Calls, Community Sessions, Weekly and Monthly Planning Sessions, mentorship from our hosts, and lots more.

We can't wait to work with you to help you develop healthy habits and rhythms, find balance in your life, and stick with your goals.

