



GRATITUDE AND GROWTH

PLAN FOR AN AMAZING 2025

A SIMPLE GUIDE TO INSPIRE REFLECTION AND SET GOALS FOR YOUR BUSINESS.

by AssistingETC



ASSISTING
VIRTUAL ASSISTANCE



2024 WINS, LESSONS, GRATITUDE

Welcome! This guide is here to help you reflect on your wins, embrace lessons learned, and set meaningful goals for 2025. Let's turn gratitude into growth!

REFLECT ON 2024 WHAT ARE YOUR TOP 3
BUSINESS WINS THIS YEAR?

1. _____
2. _____
3. _____

WHAT CHALLENGES DID YOU FACE, AND HOW
DID THEY HELP YOU GROW?

WHO OR WHAT ARE YOU MOST THANKFUL FOR
IN YOUR BUSINESS THIS YEAR?



INTENTIONS FOR 2025

WHAT DO YOU WANT YOUR BUSINESS TO LOOK
LIKE AT THE END OF 2025

WHAT ARE YOUR SMART GOALS?

Specific, Measurable, Achievable, Relevant, Time-bound

S- _____

M- _____

A- _____

R- _____

T- _____

WHAT TASKS COULD YOU DELEGATE OR
OUTSOURCE TO FREE UP YOUR TIME?



ACTION PLAN

PRIORITIZE YOUR GOALS

1. _____
2. _____
3. _____

WHAT IS ONE ACTION YOU CAN TAKE THIS WEEK TO MOVE TOWARD YOUR TOP GOAL?

GRATITUDE IN ACTION CHECKLIST

Send thank-you notes to clients.



Acknowledge your team's hard work.



Celebrate small wins with your audience.



THANK YOU



GRATITUDE FUELS GROWTH. THANK YOU FOR BEING
PART OF THIS JOURNEY. HERE'S TO AN AMAZING 2025!

Need help bringing your 2025
goals to life? Let's chat!

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