


JANUARY 1, 2024



ELEVATE 2024

REFLECTION IS A TOOL FOR SUCCESS

DAVID BURDEN
OLYMPIC CHANGE PARTNERS



The more
reflective
you are,
the more
effective
you are

C·R·A·O·I

Pause
Reflect
Prepare

Reflecting on 2023 – A Structured Approach

1

Create a chronological list of significant events, achievements, and challenges of 2023.

2

Identify what worked well and why.

3

Reflect on the obstacles encountered and lessons learned.

4

Assess the emotional impact and strategies employed to work through them.



Reflection and Meditation are both tools that drive our personal and professional success. Though related, they differ in practice, approach, and goals.

Reflection Vs. Meditation

Reflection:

- A cognitive process where you actively engage your thoughts and intellect. It involves analyzing, contemplating, or pondering over past experiences, ideas, feelings, or actions.
- In reflection, the focus is often on understanding and learning from past experiences. It can be about assessing what happened, why it happened, how you reacted, and what could be done differently in the future.
- Reflection usually involves questioning, thinking deeply, and often writing or discussing. It's a more structured and analytical approach to understanding your experiences.
- The primary goal is to gain insight, improve understanding, and make better decisions in the future.

Reflection Vs. Meditation

Meditation:

- Meditation is a practice that involves quieting the mind and focusing inward. It often requires you to set aside your current thoughts and feelings to achieve a state of calm and balance.
- The focus in meditation is on the present moment. It's about being aware of your current state, your breath, your body, or a specific point of focus, and letting go of detailed thinking and analysis.
- Meditation techniques vary but often include practices like focusing on the breath, chanting mantras, or visualizations. It's less about thought and more about achieving a state of mental stillness or mindfulness.
- The goal of meditation is to achieve mental clarity, emotional calmness, and a heightened state of awareness or mindfulness. It's often used to reduce stress, enhance concentration, and promote a sense of peace.

Reflection and Planning: Reducing Anxiety

**Remember:
Too Busy to
Create a
2024 Action
Plan?**



Olympicchangepartners.com

- Planning provides a structured approach to tackling tasks and responsibilities. When you have a clear plan, you know what needs to be done and when. This helps us reduce the feeling of being overwhelmed, which is a common trigger for anxiety we may experience.
- Planning gives a sense of control over our lives and daily activities. When we have a plan, you are less likely to feel at the mercy of unforeseen events or pressures. This sense of control is crucial in reducing anxiety – it combats feelings of aimlessness, helplessness, and uncertainty.
- Regular reflection allows us to evaluate our plans and progress. This practice helps in identifying what works and what doesn't, allowing for adjustments in plans. This process of reflection and adjustment can reduce anxiety by ensuring that your plans are realistic and attainable, thus avoiding setting yourself up for failure.
- Reflection also provides an opportunity to acknowledge and celebrate achievements, no matter how small. Recognizing progress helps in building confidence and reducing anxiety, as it reinforces the belief that you are capable and effective in managing your life and responsibilities.

Step/Action	Description
Reflect on the Past Year	<ul style="list-style-type: none"> • Identify key successes and achievements from 2023. • Recognize challenges and obstacles faced and how they were handled. • Assess which strategies worked well and which didn't.
Set Clear Goals for 2024	<ul style="list-style-type: none"> • Define specific, measurable, achievable, relevant, and time-bound (SMART) goals. • Ensure goals are aligned with personal and professional aspirations.
Develop Actionable Strategies	<ul style="list-style-type: none"> • Break down each goal into smaller, manageable tasks. • Plan for resources required (time, money, skills) to accomplish these tasks.

Step/Action	Description
-------------	-------------

Incorporate Continuous Learning	<ul style="list-style-type: none"> • Identify areas for skill development or knowledge enhancement. • Plan for training, courses, or reading to fill these gaps.
Establish a Routine for Regular Reflection	<ul style="list-style-type: none"> • Set aside time weekly or monthly to reflect on progress. • Adjust strategies and tasks as needed based on these reflections.
Create Success Partnerships	<ul style="list-style-type: none"> • Partner with others who are invested in your success. • Discuss goals, strategies, and new ways of approaching challenges.
Be Adaptable to Change	<ul style="list-style-type: none"> • Stay open to new opportunities and be willing to modify goals if needed. • Embrace change as a part of growth. • Maintain a growth mindset.

Further Reading

Mindset: The New Psychology of Success" by Carol S. Dweck

The Power of Passion and Perseverance by Angela Duckworth

The Resilience Factor: 7 Keys to Finding Your Inner Strength and Overcoming Life's Hurdles by Karen Reivich and Andrew Shatte

When Things Fall Apart: Heart Advice for Difficult Times by Pema Chödrön

The Power of Now: A Guide to Spiritual Enlightenment by Eckhart Tolle

Atomic Habits: An Easy & Proven Way to Build Good Habits & Break Bad Ones by James Clear

Man's Search for Meaning by Viktor E. Frankl

Bouncing Back: Rewiring Your Brain for Maximum Resilience and Well-Being by Linda Graham

Additional Resources

Mindfulness-Based Stress Reduction

Mindfulness-Based Stress Reduction (MBSR) is a therapeutic program designed to alleviate stress and improve mental and physical health through mindfulness practices. Developed by Dr. Jon Kabat-Zinn at the University of Massachusetts Medical Center in the 1970s, MBSR combines mindfulness meditation, body awareness, and yoga to help individuals become more aware of their thoughts, feelings, and bodily sensations in the present moment. This heightened awareness enables participants to break free from habitual, often unconscious emotional and physiological reactions to everyday stress. The core premise of MBSR is that through mindfulness, individuals can develop coping mechanisms that enhance resilience and well-being. The program, typically structured as an 8-week course, has gained widespread recognition in the medical community for its effectiveness in reducing symptoms of various conditions, including anxiety, depression, and chronic pain.

Free MBSR Training



<https://palousemindfulness.com/>

<https://positivepsychology.com/introspection-self-reflection/>

Upcoming Webinar!

Intelligent Healing: Understanding the Role of AI in Healthcare

January 17 12:00 to 1:00 PST

Intelligent Healing: Understanding the Role of AI in Healthcare is a comprehensive one-hour webinar designed for anyone interested in the evolving landscape of healthcare technology. This session is particularly beneficial for patients, healthcare professionals, and technology enthusiasts looking to deepen their understanding of how Artificial Intelligence (AI) is transforming the medical field.

In this webinar, you will:

- Explore the Basics of AI in Healthcare
- Discover the Impact of AI on Patient Care
- Learn to Maximize Your Medical Appointments

This is an Interactive Webinar: Come prepared to ask questions and engage in discussions with our expert speaker. This is a great opportunity to clarify doubts and gain deeper insights into the role of AI in your health journey.

