



YOUR WEEKLY REVIEW

FOR MORE ENERGY AND
FULFILLMENT IN YOUR
RETIREMENT

10 MINUTES PER DAY

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What is a Weekly Review?

Most people think that we no longer need time management strategies in 3rd life (aka retirement) because we are in a time when we are 100% free to do what we want whenever we want it.

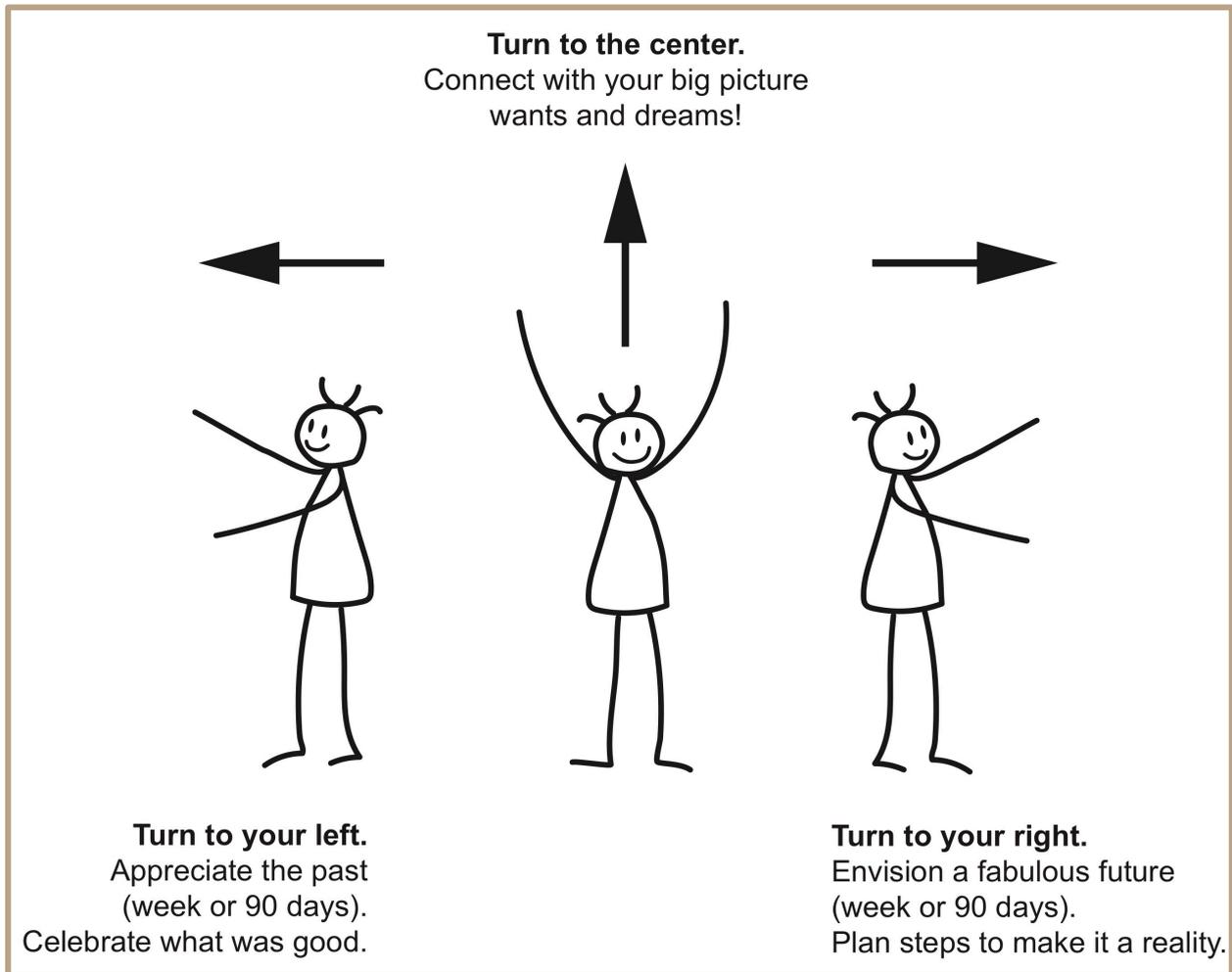
But what if the opposite is true? Because you are now in charge of all your time and experience, you may have never needed time management strategies more than now.

I have found in my work with encores that the right time management strategies are energizing! They also naturally have encores do more purposeful and meaningful activities. You want these strategies to be light and take only a few minutes. The weekly review fits this ticket. Why not try it?

There are three easy steps to a Weekly Review:

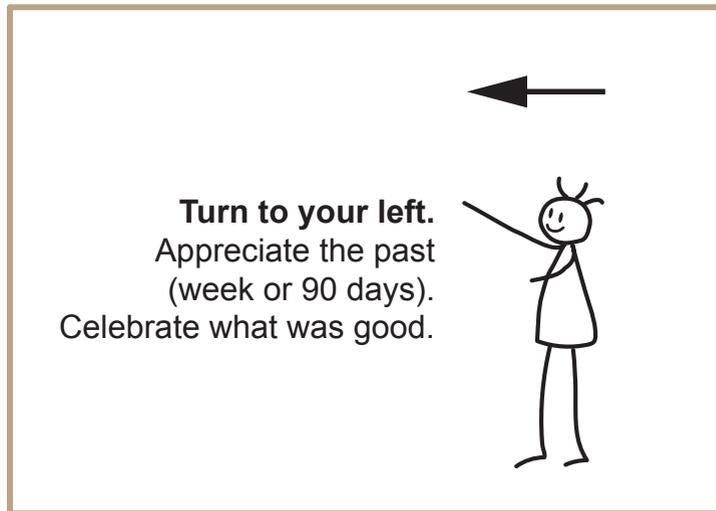
1. Look back and appreciate what was good last week
2. Connect emotionally with your big picture wants
3. Look forward to the next week and think of what you need to make it fun and fulfilling

Date today: _____



People tend to remember the steps of a weekly review when they get up and do the motions as in the diagram and think of the action associated with each of the three steps.

1. Weekly Review: Look Back

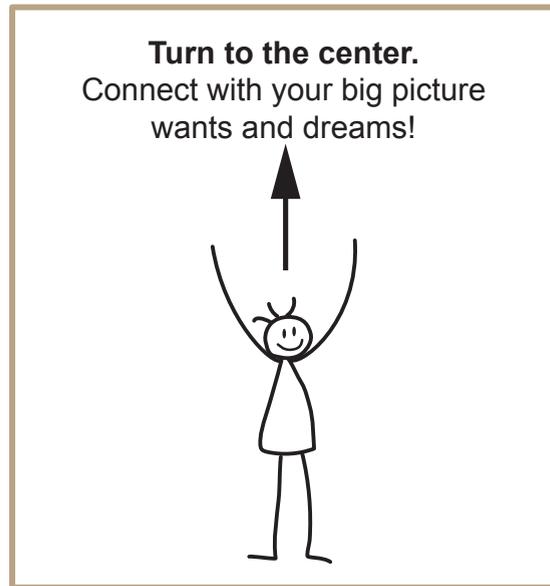


What are you glad you did last week? What are you happy that happened? Check your calendar, photos and call history. If you could repeat one favorite moment last week, which one would you choose?

1. Weekly Review: Look Back

Is there anything you learned from the last week? Name any suboptimal moments and articulate them as learning. (Example: Spending too much time at home is not good for me: getting out every day feels good.) Use your insights for the coming week.

2. Weekly Review: Your Big Picture

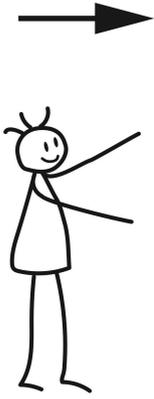


Remind yourself in writing of your dreams and wants for this life stage. What would be so cool to do or experience in your 3rd life (for you, with your loved ones, with your friends and in the world)? What did you look forward to most? Be outrageous. These are your dreams.

2. Weekly Review: Your Big Picture

Remind yourself in writing of what emotions you want to feel most of the time. Just taking one minute right now to write down how you want to feel will impact you.

3. Weekly Review: Looking Forward



Turn to your right.
Envision a fabulous future
(week or 90 days).
Plan steps to make it a reality.

What do you need for the coming week so it's fabulous for you? List ideas for anything that might make you feel happy and fulfilled.

3. Weekly Review: Looking Forward

Look at your calendar to see what is already there for the coming week. Then add enough plans so that you have things every day you look forward to when you get up each morning.

Experiment: One Daily Action

An action a day, keeps the doctor away. 😊

For the next 6 days, take a moment each morning and look at the last page where you wrote down fun things to do this week. Identify one meaningful 10 minute action you want to do that day. Give yourself a checkmark after completing it. On Day 7 evaluate and (if you want) do your next weekly review. Try it for 3 weeks and see what happens.

Day 1: Action I want to take: _____

Day 2: Action I want to take: _____

Day 3: Action I want to take: _____

Day 4: Action I want to take: _____

Day 5: Action I want to take: _____

Day 6: Action I want to take: _____

Day 7: Action: Reprint this PDF and do your next weekly review and create a fun upcoming week!

Note: if you have a partner, do this review for you alone first. Then sit down together and discuss your shared adventures next.



Your final thoughts

At the end of the week ask yourself: what was the impact of this one week experiment on weekly reviews for you? What did you like about it? What worked well? Will you do it again?



**MORE STRATEGIES FOR
ADDING ENERGY AND FUN
COMING YOUR WAY SOON!**

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