

Tracking Progress & Reviewing Goals



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Amit.Fi

WHY TRACKING & REVIEWING MATTERS



WHAT GETS MEASURED, IMPROVES

TRACKING TURNS "I THINK I'M TRYING" INTO "I KNOW WHAT'S HAPPENING"

REVIEWS HELP YOU CORRECT YOUR PATH BEFORE IT'S TOO LATE

NO TRACKING = GUESSING, NOT GROWING

Simple Tracking Methods



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JOURNALS



WRITE DAILY/WEEKLY ABOUT WHAT YOU DID FOR YOUR GOALS

NOTE WINS, CHALLENGES, AND LESSONS

GREAT FOR PEOPLE WHO LIKE WRITING AND REFLECTION

HELPS YOU SEE PATTERNS IN BEHAVIOR AND MOOD

APPS & DIGITAL TOOLS



HABIT TRACKING APPS (TICK OFF DAILY HABITS)

TASK MANAGERS (TO-DO LISTS, REMINDERS)

CALENDAR APPS FOR SCHEDULED ROUTINES

EASY TO USE, ALWAYS WITH YOU ON YOUR PHONE

SPREADSHEETS



GOOD FOR PEOPLE WHO LIKE NUMBERS AND CHARTS

TRACK HABITS, SAVINGS, WORKOUTS, STUDY HOURS, ETC.

CAN SEE PROGRESS WEEK BY WEEK OR MONTH BY MONTH

VISUAL PROGRESS (GRAPHS) KEEPS YOU MOTIVATED

CHOOSE WHAT WORKS FOR YOU



YOU DON'T NEED A "PERFECT" SYSTEM

PICK 1–2 METHODS YOU'LL ACTUALLY USE CONSISTENTLY

SIMPLE + CONSISTENT BEATS COMPLEX + ABANDONED

MAKE TRACKING PART OF YOUR DAILY OR WEEKLY ROUTINE

Weekly & Monthly Reviews



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WHAT IS A REVIEW?



A SHORT CHECK-IN WITH YOURSELF

ASK: WHAT WORKED? WHAT DIDN'T? WHAT NEEDS TO CHANGE?

HELPS YOU LEARN INSTEAD OF REPEAT THE SAME MISTAKES

WEEKLY REVIEW – QUICK CHECK-IN



LOOK AT YOUR WEEK: WHAT DID YOU COMPLETE?

WHICH GOALS DID YOU MOVE FORWARD?

WHERE DID YOU GET STUCK OR DISTRACTED?

DECIDE YOUR TOP 3 PRIORITIES FOR NEXT WEEK

WEEKLY REVIEW QUESTIONS



WHAT WERE MY 3 BIGGEST WINS THIS WEEK?

WHAT SLOWED ME DOWN OR DRAINED MY ENERGY?

WHAT IS ONE THING I'LL DO DIFFERENTLY NEXT WEEK?

WHAT ARE MY TOP 3 TASKS FOR NEXT WEEK?

MONTHLY REVIEW – BIGGER PICTURE



LOOK AT 4 WEEKS TOGETHER, NOT JUST ONE

ARE YOU CLOSER TO YOUR GOALS THAN LAST MONTH?

WHICH HABITS ARE STICKING? WHICH ONES KEEP FAILING?

DO YOUR GOALS STILL FEEL EXCITING AND MEANINGFUL?

MONTHLY REVIEW QUESTIONS



WHAT PROGRESS DID I MAKE ON MY MAIN GOALS?

WHAT DID I LEARN ABOUT MYSELF THIS MONTH?

WHAT NEEDS TO BE SIMPLIFIED, DELEGATED, OR REMOVED?

WHAT ARE MY MAIN GOALS AND FOCUS FOR NEXT MONTH?

Adjusting, Pausing, or Dropping a Goal



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IT'S OKAY TO CHANGE GOALS



CHANGING A GOAL IS NOT “QUITTING LIFE”

YOU ARE GROWING; YOUR GOALS CAN GROW WITH YOU

THE PURPOSE OF GOALS IS TO SERVE YOUR LIFE, NOT CONTROL IT

WHEN TO ADJUST A GOAL



THE GOAL IS STILL MEANINGFUL, BUT THE PLAN IS TOO HEAVY

YOUR TIMELINE WAS UNREALISTIC FOR YOUR CURRENT LIFESTYLE

NEW INFORMATION OR OPPORTUNITIES APPEARED

ADJUST: SMALLER STEPS, LONGER DEADLINE, DIFFERENT STRATEGY

WHEN TO PAUSE A GOAL



YOU'RE IN A BUSY OR STRESSFUL SEASON (EXAMS, FAMILY, HEALTH ISSUES)

WORKING ON TOO MANY GOALS AT ONCE

YOU WANT TO FOCUS DEEPLY ON 1–2 PRIORITIES

PAUSE → DON'T DELETE. PUT IT ON A "LATER" LIST WITH A REVIEW DATE

WHEN TO DROP A GOAL



THE GOAL NO LONGER MATCHES YOUR VALUES OR VISION

YOU REALIZE IT WAS A “BORROWED GOAL” (FOR OTHERS, NOT YOU)

CONTINUING IT WOULD HARM YOUR HEALTH OR MAIN PRIORITIES

DROPPING A WRONG GOAL FREES ENERGY FOR THE RIGHT ONE

LETTING GO WITHOUT GUILT



YOU'RE NOT A FAILURE FOR CHANGING DIRECTION

ASK: "WHAT DID I LEARN FROM THIS ATTEMPT?"

USE THAT EXPERIENCE TO CHOOSE BETTER GOALS

SUCCESS IS BUILDING THE RIGHT LIFE, NOT KEEPING EVERY OLD GOAL

Celebrating Small Wins



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WHY SMALL WINS MATTER



BIG RESULTS ARE BUILT FROM MANY SMALL WINS

CELEBRATING KEEPS MOTIVATION AND CONFIDENCE HIGH

YOUR BRAIN NEEDS PROOF THAT EFFORT IS WORTH IT

EXAMPLES OF SMALL WINS



SHOWED UP AND STUDIED EVEN WHEN YOU DIDN'T FEEL LIKE IT

CHOSE A HEALTHY MEAL INSTEAD OF JUNK FOOD

SAID "NO" TO A DISTRACTION AND FOCUSED

COMPLETED ONE TINY STEP YOU WERE AVOIDING

HOW TO CELEBRATE SMALL WINS



PAUSE AND SAY “NICE, I DID THAT” – ACKNOWLEDGE YOURSELF

TICK OFF HABITS OR TASKS ON YOUR TRACKER

SHARE PROGRESS WITH A FRIEND OR ACCOUNTABILITY PARTNER

TREAT YOURSELF OCCASIONALLY (REST, HOBBY, FAVORITE SNACK)

MAKE PROGRESS VISIBLE



USE CHECKLISTS, HABIT TRACKERS, OR CALENDARS

SEE STREAKS OF DAYS YOU SHOWED UP

VISUAL PROGRESS BUILDS BELIEF: "I AM THE KIND OF PERSON WHO TAKES ACTION"

RECAP – TRACKING & REVIEWING



TRACK WITH JOURNALS, APPS, OR SPREADSHEETS – KEEP IT SIMPLE

REVIEW WEEKLY AND MONTHLY TO LEARN AND ADJUST

IT'S OKAY TO ADJUST, PAUSE, OR DROP A GOAL

CELEBRATE SMALL WINS – THEY ARE THE BUILDING BLOCKS OF BIG SUCCESS

THANK YOU