

Seeing Your Wins

If you are like most people, you have no trouble seeing things that did not go as well as planned, how you fell short of your goals, or what you wish was better or different about your life, work, or relationships.

However, research has shown that one of the most important drivers of productivity is seeing progress—even the small wins. Most of us are less naturally adept at recognizing progress. So, use this worksheet weekly to tap into the scientifically proven boost that comes from seeing even small progress.

1. Review your three goals for the week from your weekly goals worksheet.
2. Now, write down as many small “wins” as you can—any progress toward those goals, no matter how small.

Here are some trigger statements to help get you started.

This week, I added to my skills and knowledge. I learned:

This week, I successfully pushed through some tough spots, like:

One thing that went better than expected this week was:

This week, I closed some loops, or completed some tasks, like:

This week, I moved some projects to the next step, like:

Think back to times you felt happy, relieved, excited. What was happening?

Sometimes improvement is the “absence” of past problems and mistakes. What did not go wrong this week that has often gone wrong before?

If you are feeling stuck, you may want to check in with a friend, co-worker, accountability partner, or mastermind group member who knows you and might offer some observations about how you’ve done well.

NOTE:

If this exercise is really difficult for you—if you genuinely have a hard time thinking of wins—then it may be good for you to start out by noticing them in the moment. Rather than doing this exercise weekly, do it daily, or even multiple times per day, until you become better at noticing your own wins.

Some suggestions for daily questions:

- What positive feedback did I get today?
- When did I feel happy, excited, engaged, or peaceful? What was going on then?
- What did I spend my time on today? In what way did that help me make progress toward my goals?