**You: Part Two Planning Template**

*“Knowing yourself is the beginning of all wisdom.”*

Aristotle

The first step to preparing any plan is analysis.

When answering these questions, you may want to also refer to the ‘[Other questions for self-reflection](https://www.you-part-two.com/wp-content/uploads/2021/06/Other-questions-for-self-reflection.pdf)’ document that we developed with Sharon Hall of Deep River Coaching.

**YOUR SWOOVE ANALYSIS**

**Strengths**

What makes you special? What are you good at? What are your key skills? What do you excel at? What do you do better than most? What are you passionate about? When are you at your most confident? What do you like most about yourself? Why? What puts a bounce in your step? (Be honest. In fact, get some input from trusted friends, colleagues or loved ones if you feel up to it!)

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**Weaknesses**

Remember that our strongest strength is often also our strongest weakness. What are you not so good at? What are your ‘allowable weaknesses’: those things that you will never be very good at but are important enough for you to find someone who can do it – to plug your weakness with their strength? Which key skills should you improve and sharpen? What new skills should you try to develop? How?

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**Opportunities**

What are the potential opportunities that you may be able to engineer or take advantage of, at work and in life? Make a list. Brainstorm ideas – the crazier the better. Then pick the ones that appeal the most, either because they are revelatory, or they are pragmatic. Then ask yourself the question, ‘What do I have to do to transform these opportunities into realities?’

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**Values**

How would you describe your values? What is the ethos that you would like to underpin everything you do? What matters most to you? Why?

Does this revelation mean you may want to change some of your previous answers?

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**Essence**

When are you your best self? What gives you the deepest satisfaction and makes you feel energised and excited? What is your ‘anandamaya kosha’: that layer at the heart of your very soul that makes you bubble up with bliss? To some people it is God, for others it is nature, for others it may be their partner, or something else altogether. What is yours?

This is the essence that should fuel and guide your Part Two.

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**PURPOSE**

**What is going to be your core purpose in your Part Two?** Are there other secondary purposes?

Describe your Ikigai (refer to the book)– the intersection of what you love, what you are good at, what you can be rewarded for and what the world needs.What is your passion, your mission, your vocation and your profession?

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**OUTCOMES**

**What am I wanting to achieve – and why?** What does good like for me? What are the outcomes I want – financial and non-financial? Why?

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**What are the implications?** Every decision has consequences. What will be impacted when you set off on the journey to achieve these outcomes? What are the implications? What will be impacted if you succeed in achieving the outcomes? What will be the implications of success? What are the positive and negative consequences? For you? For your loved ones?

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**What are the key challenges or barriers to success?**  What could get in the way of achieving the outcomes you desire – and what can you do to mitigate these obstacles?

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**What help do you need?** No-one is an island. We all need help. What assistance and support do you need to achieve the Part Two you desire? Who is in your support network?

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**Quick wins.** What short-term wins/milestones can you achieve to demonstrate a sense of achievement and momentum?

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**Action plan and schedule.** So, what are you going to do, by when, and in what sequence? It’s time for action!

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And remember two things:

1. Any plan must be flexible. “Change happens” as Forrest Gump should have said. Or as Mike Tyson did say: *‘Everyone has a plan until they get punched in the mouth.*’

2. Sustainable success comes about after several setbacks. Thomas Edison ‘failed’ countless times before inventing the light bulb. Although he saw it a little differently. When a reporter asked, *"How did it feel to fail 1,000 times?"* Edison replied, *"I didn’t fail 1,000 times. The light bulb was an invention with 1,000 steps."*

Life is exquisitely and achingly

short.

Too short to waste regretting the past.

Too short to waste worrying about the future.

Your time is now.

Cherish and nurture your family, your friendships;

all the relationships that are important

to you.

Find good tribes.

Like yourself. Treat yourself with kindness. Believe in yourself.

Breathe.

Laugh well, love well, live well.

Give back.

Become the person you always wanted to be; the one that has been within

you all this time.

Accept and embrace the changes that come your way

and thrive.

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