Yearly review

Tom Rochette <tom.rochette@coreteks.org>

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1 Trigger

Every year, either at the beginning or end of the year.

2 Duration

A few hours spread over the course of a few days.

3 Steps

- Review year according to various facets
- Plan the next year according to the same facets

4 Notes

- I use a mind map software to do my yearly review and plan.

5 References

- https://alexvermeer.com/8760hours/
- https://chrisguillebeau.com/how-to-conduct-your-own-annual-review
- https://www.anthonyjcampbell.com/blog/8760-hours