

## The 20-Minute Monthly Reset

This guide provides a simple monthly process to help operators stay focused, make decisions based on reality, and build steady momentum over time. Fill it out each month and track your results throughout the year!

### Five-Minute Hindsight

Begin with a quick look back to understand what happened last month. This is a great way to take stock of where you are operationally. Focus on being objective as you reflect.

*What went well:*

*What didn't go as expected:*

*Which of those things were in your control:*

*Which of those things were not in your control:*

*Identify one thing you would do differently, looking back:*

## Choose Your North Star

Your North Star is the goal that guides your focus for the month ahead. It gives you a simple filter for decisions, helping you assess what truly moves the business forward. It should be measurable, realistic, and within your control.

*Define your North Star:*

*How will you measure it:*

*What will success look like? How will you know if you met your goal:*

*What tools or resources do you have available to succeed in your goal? (Ex: staffing, pricing, marketing):*

*What will you do differently this month to meet your goal:*

*Set 2-3 checkpoints to help you stay on track and adjust early if something isn't working. (Ex: smaller weekly goals):*