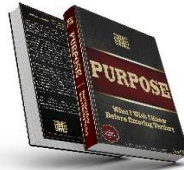


Comprehensive Annual Life Assessment Tool

This tool, designed by Twum O. Obed, author of "Purpose, What I Wish I Knew Before Entering Tertiary", to help you assess your achievements, challenges, and growth in 2024. It provides a framework for reflection and action planning to finish the year strong and prepare for the future.



Here's an example of how to fill out the table to guide your personal assessment:

Criteria	Goals / Objectives	Achievements So Far	Rating (1-5)	Next Steps / Remarks
Books Read	Read 12 books in 2024	Read 8 books so far	3	Finish at least 2 more books before

Grading System

Each criterion is rated between 1 to 5, where:

- 1 = Poor
- 2 = Needs Improvement
- 3 = Average
- 4 = Good
- 5 = Excellent

Your Personal Assessment Table

Use the table below to evaluate your progress.

#	Criteria	Goals / Objectives (What you set out to achieve in 2024)	Achievements So Far	Rating (1-5)	Next Steps / Remarks
1	Books Read				
2	Skills Developed				
3	Professional Courses Completed				
4	Workshops Attended				
5	Business Ventures Started				
6	Projects Executed				
7	Opportunities Identified				
8	Opportunities Missed				
9	New Relationships Built				
10	Personal Relationships Strengthened				
11	Income Generated				
12	Savings Achieved				
13	Spending Habits				
14	Health Goals Achieved				

15	Habits Developed				
16	Time Management				
17	Travel Goals Achieved				
18	Contribution to Others				
19	Personal Growth				
20	Major Goal Achieved				
Total					0

Total Score: Add up all ratings. The total will be out of **100 points** (20 criteria x 5 points each).

Total Score (out of 100)	Performance Interpretation
0–30	Significant gaps. Focus on planning and consistency next year.
31–60	Moderate progress. Work on addressing weaknesses for better results.
61–85	Good progress. Continue building on your achievements.
86–100	Excellent performance. Aim for even greater growth next year!

Additional Reflections

What is one thing you achieved in 2024 that you are most proud of?

What is one thing you bought or did for yourself to celebrate your efforts?

(E.g., a vacation, a gift for yourself, or an experience that made you feel rewarded.)

Achievements Table

	Top 5 Unexpected Achievements in 2024	Top 5 Goals You Set and Achieved in 2024
1		1
2		2
3		3
4		4
5		5

Unachieved Goals and Challenges

Top 5 Goals You Set but Didn't Achieve	Major Challenges Faced	Mitigation Methods (How to avoid them)
1	1	1
2	2	2
3	3	3
4	4	4
5	5	5

Lessons Learned in 2024

Positive Lessons Learned	Negative Lessons Learned
1	1
2	2
3	3
4	4
5	5

Reflection for 2025

What 5 Actions Will You Prioritize to Improve Your Performance in 2025?

- 1
- 2
- 3
- 4
- 5

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