



## Daily Reflection

“By far the most effective way of improving leadership is also perhaps the most simple; take five minutes a day to reflect on how the day went - within weeks you will have achieved a new level of self-awareness”.

### What is this?

A powerful, yet simple way, to develop your understanding of yourself and your peers.

### Outcomes

Quickly and stronger and stronger over time, you will develop an internal observer that will enable you to look at yourself from an external perspective. That will offer an opportunity for you to develop yourself and your interactions. Think of this as a basic but unbelievably effective way to act as your own positive psychologist.

### Primer

- Listen to yourself.
- Try to actively suspend your self judgement, cynicism and fear.
- Stay in touch with emotions that you can feel in your body.

### Set up

- Set off 5 minutes at the end of your workday.
- Have a pen and paper ready - or even better, a journal where you keep your daily reflections.

## How to...

Towards the end of the day, spend 5 minutes of observation, as if you were looking at yourself from the outside.

Do this without judging yourself! Just observe.

1. How have you interacted with others today, and what have they wanted for you to do?
2. What do *you* want? How do you wish you had responded to their wishes?
3. Name three things about the day that you are grateful for.

## Level up once

If you want to level up the practice, extend with further reflections:

4. How have you today been affected and helped by your feelings?
5. How have you today seen a topic from a third person perspective?
6. What feedback do you want to seek tomorrow?

## Level up twice

And for the even more advanced user:

7. How have you today tried to truly take on someone else's perspective? Feeling what they are feeling?
8. How have you today been trapped in your own conventions and basic assumptions?
9. How have you today related to the areas in the organisation that no one is taking responsibility for?

## Tips and Tricks

When you start with this practice, start small. For a number of weeks (at least) just observe and stay with non-judgement. When you feel that you have gained insight in yourself, slowly level up.

It is really fruitful to share your reflections with a peer doing the same practice. Forming reflection pairs like this will speed up your development.

And ... explore what questions are right for you. Create your own. Explore and play.