



Weekly Business Review

When you're constantly putting out fires, it can feel like your business is running you instead of the other way around. This weekly check-in helps you step out of reactive mode and into a more grounded, strategic mindset. Instead of spinning your wheels or chasing the next urgent thing, you'll start noticing patterns, identifying what truly matters, and making space for the kind of work that moves you forward. Use this template at the end of each week to reflect, assess, and stay focused on what matters most in your business.

1. Wins This Week

What went well? What are you proud of? Even small wins count.

2. Challenges or Roadblocks

What didn't go as planned? Where did you feel stuck or frustrated?

3. What's Actually Working?

What tasks, habits, or strategies are bringing results or momentum?

4. What Needs to Shift or Stop?

What's not serving you or your business right now? Be honest.

5. Top 3 Priorities for Next Week

Keep it focused. What are the three most important actions for the coming week?

6. Notes, Ideas, or Insights

Anything else that came up during the week? Ideas to explore or things to remember?

You've shown up for your business—and that matters. Each week you take time to reflect, reset, and realign, you're building something more sustainable, more intentional, and more *you*. Remember, growth isn't about getting everything perfect—it's about showing up with clarity, curiosity, and courage. Keep going. You're doing better than you think.