



28 Days of Journal Prompts

For Entrepreneurs,
Leaders, and Managers.

“Research has documented that outstanding leaders take time to reflect. Their success depends on the ability to access their unique perspective and bring it to their decisions and sense-making every day. Extraordinary leadership is rooted in several capabilities: seeing before others see, understanding before others understand, and acting before others act. A leader’s unique perspective is an important source of creativity and competitive advantage. But the reality is that most of us live such fast paced, frenzied lives that we fail to leave time to actually listen to ourselves.”

- Nancy Adler

Journaling Practice

New to Journaling?

Journaling is a powerful tool for self-inquiry. Writing, especially stream of consciousness free writing, allows parts of you to be voiced in an unedited way. It creates the opportunity to discover what deeper parts of yourself - parts that may be tuned out during normal day-to-day work activities - may feel or believe. We suggest you embrace artisanal journaling (the old pen and paper).

Journaling Prompts

We would love to invite you to cultivate your own journaling practice. To support you, we created this compilation of 30 journaling prompts. These prompts are designed to support your ongoing growth and development as a leader. We’re hoping to encourage you to engage in a potent leadership practice.

How Journaling Can Improve Your Leadership:

- As a mindfulness practice, journaling supports your slowing down and noticing what’s happening in your life.
- Journaling gives you a way of tracking your learning over time, enabling you to discover the arc of your journey as you look back on what you’ve written.
- Journaling supports you in claiming or “owning” your own learning and development process.

Further Reading

Check out “[Want to Be an Outstanding Leader? Keep a Journal,](#)” by Nancy Adler from Harvard Business Review. It gives some practical advice for starting your journaling practice. You can reap great benefits from just 10-15 minutes a day of journaling reflection.

Day 1

Write down 3-4 important facts about myself. What are the important accomplishments I have achieved or competencies I have developed in my life?

Looking at myself from outside as if I'm another person: What are the 2-3 most important challenges or tasks that my work currently presents?

What role have I typically played in group settings in the past (leader, peacemaker, contrarian, wallflower, etc.)? How would I like to "show up"?

Day 2

What are 3-4 important aspirations, areas of interest, or undeveloped talents I would like to place more focus on in my life?

What about my current work frustrates me the most? What can I learn by paying attention to these feelings?

What 2-3 relationships in my life are most important to me? How am I grateful for them?
What are my hopes for those relationships?

Day 3

What are my most vital sources of energy? What do I love?

What deserves my highest quality attention in my leadership right now?

Considering 2-3 important relationships in my life: What are those people's highest hopes for me? What might they hope for if they were looking at my future through my eyes?

Day 4

What is currently holding me back in my development? What's one recent situation where I noticed one of the following three voices kicking in, which prevented me from exploring the situation more deeply:

Voice of Judgment: shutting down my open mind (attached to what I already knew rather than listening for other possibilities)

Voice of Cynicism: shutting down my open heart (disconnecting from others instead of relating)

Voice of Fear: shutting down my open will (holding on to the past or the present instead of letting go and stepping into a future possibility).

What is the most exciting initiative I've heard about this week that is happening outside of my industry or in another part of the world?

Day 5

Over the past few days and weeks, what new aspects of my Self have I noticed? What new questions and themes are occurring to me now?

Watching myself from above (as if I were in a helicopter): What am I doing? What am I trying to accomplish at this stage in my professional life?

Where is there tension currently present in my key relationship(s)? What is the source of that tension?

Day 6

What is the most outrageous (or fun or novel) idea I've heard in the last 24 hours? What do I love about it?

What contributed most to the health of my team this week? How can I do more of this in the future?

What is it like for me to ask for help from my community? Is it hard? Easy? What (if anything) stops me from asking for what I need?

Day 7

What deserves the highest quality attention in my life right now?

What am I not saying in my leadership that needs to be said? What message would I like to communicate, and how can I communicate it clearly?

How well am I balancing “asking” support (inquiry) with “telling” support (advocacy, advice)? What (if any) shifts would I like to see in the balance?

Day 8

How am I feeling right now?

Imagine myself toward the end of my career, a wise and experienced version of myself. From that place, look back at my current work situation as if I were looking at a different person. Empathize with and help that other person from the viewpoint of the wise elder of myself. What advice would I give to the one living through this current situation at work?

What's the hardest problem on my plate right now?

Day 9

Imagine I could fast-forward to the very last moments of my life, when it is time for me to pass on. I've lived a wonderful and fulfilling life. Now look back on my life's journey as a whole. What would I want to see at that moment? What footprint do I want to leave behind on the planet?

What's my go-to mode of interacting with my team? How might I shift my stance to better support them and enable their success?

Who in my life am I grateful for right now, and what comes up as I let myself feel those feelings of gratitude?

Day 10

What is the “old skin” in my life that I might be ready to shed (behaviors, ideas, thought processes, etc.)?

What drew me to my current company? What do I love about the work?
What do I look like on my best days at work? How do I show up?

Day 11

When I start to feel stressed, what are the warnings signs? What patterns of action have I noticed in myself during stressful times in my life?

What do I look like on my best days at work? How do I show up?

What are my expectations for those I'm in relationship with (pick 1-2 relationships that stand out), and have I expressed those expectations clearly?

Day 12

What am I currently afraid of in my life? What can that fear teach me about myself and what I value?

What does success look like in my work? How will I know if I'm successful?

Who in my life do I have the ability and inclination to reach out to and help right now?

Day 13

What am I most grateful for in my life right now?

How responsibly do I use power in my working relationships? Am I satisfied with the ways I'm exerting my influence on others?

How could the group dynamics shift for the better in my work? What could I do to support that shift?

Day 14

What deserves the highest quality attention in my life right now?

What is my organization asking of me right now? What is most exciting about that? What is most challenging?

What is currently my most rewarding collaborative relationship? What factors allow that collaboration to be so successful?

Day 15

How am I doing at taking care of myself (physically, mentally, emotionally, spiritually)?
How might I take better care of myself?

What deserves my highest quality attention in my leadership right now?

Who in my life am I grateful for right now, and what comes up as I let myself feel those feelings of gratitude?

Day 16

How do I handle conflict?

How did my family handle conflict?

What hard conversation am I avoiding?

Day 17

What is the most outrageous (or fun or novel) idea I've heard in the last 24 hours? What do I love about it?

What outcomes would you most like to see realized in your organization over the next 2-3 months?

What has been the most impactful conversation I've had with my team / partner / kids so far? What were my key takeaways?

Day 18

What is currently holding me back in my development? What's one recent situation where I noticed one of the following three voices kicking in, which prevented me from exploring the situation more deeply:

Voice of Judgment: shutting down my open mind (attached to what I already knew rather than listening for other possibilities)

Voice of Cynicism: shutting down my open heart (disconnecting from others instead of relating)

Voice of Fear: shutting down my open will (holding on to the past or the present instead of letting go and stepping into a future possibility).

What's one thing I could reasonably accomplish this week that would have the greatest impact on one of my company's key strategic goals?

Where is there tension currently present in my key relationship(s)? What is the source of that tension?

Day 19

What am I currently learning? What's been my most impactful learning experience in the last few weeks?

What's the toughest challenge I'm working with right now?

What would it look like to have support in my toughest challenge at work?

Day 20

What are the growth areas in your life that still feel stuck despite your best efforts? Think back to when you first began working with them. What's the same? What's different?

Looking at your team now, what is going well that was once a challenge that you overcame together?

What's been the most frustrating part about a recent work experience? What can that frustration teach me about myself? What request might I make in light of this frustration?

Day 21

In what ways does fear serve me?

What keeps me from communicating what is most important to me to those that are most important to me, in life and work?

Who in my sphere of influence am I currently in a position to help?

Day 22

What is the most important lesson I have learned about myself recently?

What unspoken lesson am I meant to learn from my work/people at my work?

What unspoken lesson am I meant to learn from the people in my community/family?

Day 23

Imagine an actor/actress portraying you (the main character) for this week's episode of your life. What's the challenge/opportunity at the heart of this episode's plot? What is it that the main character wants?

What limitations in skill, giftedness, or bandwidth might it serve me to embrace right now in my professional life?

What role have I played in my company? To what degree am I satisfied with how I've shown up? What, if any, changes would I like to make?

Day 24

What is an area of my life that I would like to change:

Developmentally? Developmental change includes adding or developing new skills or by learning new things.

Transitionally? Transitional state change involves looking at the gap between where we are and where we want to be, and then determining the steps needed to “close the gap.”

Transformationally? Transformational change occurs when our fundamental understanding of ourselves and the world around us changes significantly.

What question am I most afraid of being asked right now? Who am I most afraid will ask it?

A guide is one that supports another to cultivate self-awareness without having an attachment to any particular outcome. Where in my life would it be useful to hold this stance with others?

Day 25

Think of a current situation that was less than ideal, unpleasant or even downright awful. What is important to you about holding onto that feeling? How does that feeling have value?

What is an area of work where a desired change hasn't yet fully shifted? What is different now compared to when you first noticed the desire to change it?

What's one way I've learned from or been inspired by another person in my life or on my team? How might I express my gratitude?

Day 26

Think of a current situation that was less than ideal, unpleasant or even downright awful. What is important to you about holding onto that feeling? How does that feeling have value?

What is an area of work where a desired change hasn't yet fully shifted? What is different now compared to when you first noticed the desire to change it?

What's one way I've learned from or been inspired by another person in my life or on my team? How might I express my gratitude?

Guided Journaling, Long Form

1. Challenges

Look at yourself from outside as if you were another person: What are the 3 or 4 most important challenges or tasks that your life (work and non-work) currently presents?

2. Self

Write down 3 or 4 important facts about yourself. What are the important accomplishments you have achieved or competencies you have developed in your life (examples: raising children; launching a company; finishing your education; being a good listener)?

3. Emerging Self

What 3 or 4 important aspirations, areas of interest, or undeveloped talents would you like to place more focus on in your future journey (examples: writing a novel or poems; starting a social movement; taking your current work to a new level)?

4. Frustration

What about your current work and/or personal life frustrates you the most?

5. Energy

What are your most vital sources of energy? What do you love?

6. Inner resistance

What is holding you back? Describe 1 or 2 recent situations where you noticed one of the following three voices kicking in, which then prevented you from exploring the situation you were in more deeply:

- a. Voice of Judgment: shutting down your open mind (attached to what you already knew rather than listening for other possibilities)
- b. Voice of Cynicism: shutting down your open heart (disconnecting from others instead of relating)
- c. Voice of Fear: shutting down your open will (holding on to the past or the present instead of letting go and stepping into a future possibility).

7. The crack

Over the past couple of days and weeks, what new aspects of your self have you noticed? What new questions and themes are occurring to you now?

8. Your community

Who makes up your community, and what are their highest hopes in regard to your future journey? Choose 2 or 3 people with different perspectives on your life and explore their hopes for your future. What might they hope for if they were looking at your future through their eyes?

9. Helicopter

Watch yourself from above (as if in a helicopter). What are you doing? What are you trying to do in this stage of your professional and personal life?

10. Footprint

Imagine you could fast-forward to the very last moments of your life, when it is time for you to pass on. You've lived a wonderful and fulfilling life. Now look back on your life's journey as a whole. What would you want to see at that moment? What footprint do you want to leave behind on the planet? What would you want to be remembered for by the people who live on after you?

11. Help

From that (future) place, where you are the wise and experienced one, look back at your current situation as if you were looking at a different person. Empathize with and help that other person from the viewpoint of the wise elder of yourself. What advice do you give to the one living through this current situation? Empathize, and sense, what the advice is—and then write it down.

12. Intention

Now return again to the present and crystallize what it is that you want to create: your vision and intention for the next 2-3 years. What vision and intention do you have for yourself and your work? What are some essential core elements of the future that you want to create in your personal, professional, and social life? Describe as concretely as possible the images and elements that occur to you

13. Letting-go

What would you have to let go of in order to bring your vision into reality? What is the old stuff that is ready to die? What is the old skin (behaviors, ideas, thought processes, etc.) that is to be shed?

14. Seeds

The seeds for the future are already about you. Where in your current life or context do you see the seeds for the future that you want to create? Where do you see your future beginning?

15. Prototyping

Over the next three months, if you were to prototype a microcosm of the future in which you could discover “the new” by doing something, what would that prototype look like?

16. People

Who can help you make your highest future possibilities a reality? Who might be your core helpers and partners? And what could you ask of them?

17. Action

If you were to take on the project of bringing your intention into reality, what practical first steps would you take over the next 7 to 10 days?

Daily prompts adapted from the Presencing Institute’s guided journaling:
<https://www.presencing.org/resource/tools/guided-journaling-desc>

Guided Journaling

20 minutes

Challenges: Look at your life from the outside as if you were another person: What are the 2-3 most important challenges or tasks that work currently presents?

Frustration: What about your current work frustrates you the most?

Energy: What are the most vital sources of energy and inspiration in your work right now? What do you love?

Helicopter: Watch yourself from above (as if in a helicopter). What are you doing? What are you trying to do in your work/leadership?

Now, check in with your responses to the previous questions. Is there a particular challenge that has surfaced that you'd like to give your attention for the remainder of the journaling session?

Considering this particular challenge:

What outcome would you like to create in this situation?

What would having that outcome give you?

Your edge: Where are you pressed to the limits of your understanding or competence (or other)? Where are the areas for learning or breakthrough?

Help: What input or help would you like to ask for?

Adapted from the Presencing Institute <https://www.presencing.com/tools/guided-journaling>

Self-guided Courses:

Our self-guided online courses - reboot.io/selfguided - are full of content to spark conversations, reflection and positively shift your leadership. Share them with your partner, your co-founder, your teams

The Leadership Reboot

Become the leader you were born to be. Reading, audio and questions for reflection are sure to prompt potent conversations with yourself and others about your relationship to work. reboot.io/5day

Reboot Your Board

In this course, we take you through the practical challenges of growing and developing a high functioning board. The board-leadership relationship doesn't have to be a challenge. In fact, it can be one of the most rewarding aspects of your leadership journey. When done well, the board-CEO partnership can help each party grow and become the best possible person they can be—all while supporting the core purpose and mission of the business. reboot.io/rebootyourboard

Reboot Your Anxiety

Anxiety is something that many of our clients — and many of us here at Reboot — have struggled with. We wanted to shed some light on how to free oneself from the grip of anxiety, so we joined forces with Josh Roman, COO at Claritas MindSciences, and Dr. Judson Brewer, Claritas MindSciences founder, Director of Research at the Center for Mindfulness at UMASS, Author of *The Craving Mind*, psychiatrist, and addiction expert, to bring you this five day course. We'll look at the difference between stress and anxiety, how anxiety works in our brains, how it shows up for you, what makes us anxious and finally — how to step out of the anxiety cycle. We hope to share with you tools work with your anxiety in a generative way. The course will unfold via a series of 5 emails full of content — one email per day over the course of 5 days. reboot.io/anxiety

Reboot Your Year

Refresh to a more resilient you this year. Five days of guided journaling audio will lead you to various reflections points on the past, present and what's ahead of you. Perfect for anytime you need a pause for perspective. reboot.io/rebootnewyear

Cofounder Reboot

Solidify your cofounder relationship. Sign up, invite your co-founders, and enjoy five days of rich material that may shift your cofounder relationship for the better. reboot.io/cofounder-reboot

Reboot Your Happiness at Work: A 10-Day Course In Mindfulness

We teamed up with Meditation teacher Sharon Salzberg, to create this ten day course of insights and guided meditation to help you find space for mindfulness and compassion in your daily practice at work. This is a great course to do over 2 work weeks with your entire team for a company-wide course in mindfulness from one of the world's leading instructors. reboot.io/reboot-your-work

Shadow Reboot

Learn how to work with shadow in this 5-Day course. We talk about Shadow a lot here at Reboot, and we do for a reason: Shadow is at the helm of the majority of conflicts that we help our clients sort out. This course will guide you through understanding what shadow is, how to recognize shadow in your life and work, how shadow presents in partnership, understanding the loyal soldier and other survival strategies, reclaiming your shadow, and the role of shadow in the organization. Ready to take a deeper dive into your own radical self-inquiry and glimpse the unconscious forces that are holding you back, keeping you small, or at the root of conflicts and struggles in which you repeatedly find yourself? reboot.io/shadow

Inclusivity: Building Organizations of Belonging

What does it mean to build organizations of belonging? How can you build an organization safe enough for the whole human to show up at work? In this course, we discuss the hidden power and privilege that can pervade an organization and consider what is needed—beyond HR trends, and into matters of the heart—to create and sustain real places of belonging for all employees. We hope, by the end of the course, you have a sense of how you relate to belonging yourself, and how you create belonging in your communities, work, home, life.

reboot.io/inclusivity/

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