

**Your 5% Reflections**

The 5% Reflection is a structured way to share the most meaningful moments from your past month—events that had a **deep personal, professional, or emotional impact**. This is not about catching the group up on everything, but rather **filtering for the moments that truly mattered to you**.

Your **goal** is to reflect, gain insight, and share openly—not to entertain, prove a point, or dwell in unnecessary details.

**Tips for Effective 5% Reflection**

✅ **Use precise and meaningful words** to describe your emotions.
✅ **Keep your headline to one sentence**—focus on the key moment.
✅ **Don't get lost in a full personal update**—stay focused on the 5%.

**How to Prepare / Share Your 5% Reflection**

**Breakdown of a 5% Reflection:**

🔸 **10%** – Identify your emotions (3-5 key feelings).
🔸 **10%** – Craft a **one-sentence** headline that summarizes what happened.
🔸 **80%** – Explain why this moment was **personally significant** to you.

**Preparation Mindset:**

* Filter for moments that had **real significance** in your life.
* Start with **what matters most**
* If you would share it with someone **in an elevator, it’s not your 5%**

**5% Reflections Worksheet**

Use the worksheet below to organize your reflections before sharing. **Think about the most impactful moments from the past month** and categorize them under the relevant area of your life.

|  |  |  |  |
| --- | --- | --- | --- |
| **Category** | **Feelings *(3-5 words)*** | **Headline *(1 sentence summary of what caused these feelings)*** | **Significance *(Why was this moment meaningful / 5%?)*** |
| **Work** |  |  |  |
| **Family** |  |  |  |
| **Personal** |  |  |  |

✏ **A challenge or opportunity I would like to explore further with the group is…**