



PG MATTHEW & ASSOCIATES
— Unlock Your Potential —

SPARK Progress Tracker

Ignite Your Inner Leader



www.phillipmatthew.com

Instructions

Track your 12-week *SPARK* plan progress by checking off tasks as completed. Review at the end of each timeframe (Weeks 1–3, 4–6, 7–9, 10–12) to stay on track. Refer to the *SPARK* report for details. Download additional resources at phillipmatthew.com.

EXAMPLE

Example Tracker

TASKS	Weeks 1-3	Weeks 4-6	Weeks 7-9	Weeks 10-12
Journal daily and set a leadership goal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reframe limiting belief, pursue goal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Enhance skills, continue goal	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Complete goal, lead with confidence	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Prompt

What progress are you most proud of this week? “Leadership is not about being in charge. It is about taking care of those in your charge.” – Simon Sinek



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Do Your Tracking Below

TASKS	Weeks 1-3	Weeks 4-6	Weeks 7-9	Weeks 10-12
Journal daily and set a leadership goal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reframe limiting belief, pursue goal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Enhance skills, continue goal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Complete goal, lead with confidence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Prompt

What progress are you most proud of this week? Write one sentence, quote or image