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You are now going to spend the next couple of minutes working on your career plan. It is important for everyone to have a career plan. This plan helps define where you want to go with your current job. The career plan entails that you have a plan for where you see yourself in the future and which kind of tasks you see yourself working with in the future. If you do not have a career plan to define your wishes for your future career, you will not be able to plan your work, so that it makes sense and has the most relevance for you. As a result of this, your work can end up appearing chaotic, because there is no clear purpose of your work and what you want from your career in the long term. When you have a career plan you will not doubt what kind of tasks to say yes to and whether or not your workplace is the right one for you, compared to what you want in the long run. The same thing goes for your private life. If you do not have a plan for what you want in the future, you will not be able to use the present to get there. Therefore, at the bottom of this document, you will also find an example of a life plan, which you can use as a template to fill out your own life plan. In this way, you will make sure that your life and work are in balance with your wishes for the future, which will raise both your satisfaction and motivation. The questions for both the career plan and the life plan may seem quite simple, but the purpose of them is merely to get your thoughts running and help you put down these thoughts. You can be inspired by the examples given and then replace the replies with your own.

Example of a career plan:

What do I want to work with?

- *Taxes*
 - *Optimizing and planning*
 - *Tax provision*
 - *Reorganization*
 - *Tax audits*

What do I want to work as?

- *Tax Manager*
- *Tax Director*

Where do I want to work?

- *An international concern in Denmark with the possibility to be stationed abroad*
- *In Central Jutland where the commute to work is no longer than one hour*
- *In a company with a good reputation in the public*

How do I make sure that I stick to the plan?

- *Update, review and add to my plan the next couple of days*
- *Improve my knowledge of Evernote or other electronic tools that can help me keep track of my plan*
- *Evaluate the plan regularly every year*

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Example of a life plan:

Go on a vacation with my family and forget all about work. Prioritize my kids and my partner. Follow my detailed plan and make a plan for what to learn and when (in October and forward), begin professional learning, and make a detailed plan for what to achieve, before I begin.

How do I want to live my life?

Enjoy life with my family and appreciate the small things in my everyday life. Make sure that my family is well and that we always have an open dialogue. Continuing our joint meals in the morning and evening with laughs and daily updates, exercise twice a week to give myself energy, practice yoga once a week to learn how to breathe properly. Have a job where I can grow and feel comfortable. Avoid more than 20 travel days a year. Make sure that my partner is well and that we continuously can talk about everything together. Support my children's hobbies. Be there for my additional family, friends, etc. Prioritize 'me time' with my friends or alone. Make sure that there is room for my partner to get some alone-time as well.

How do I make sure that the above-mentioned will happen?

- *I will create a Google calendar, where everything must be registered*
- *I will follow up in my notes (e.g. in Evernote) every day*