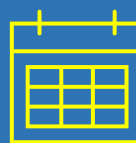
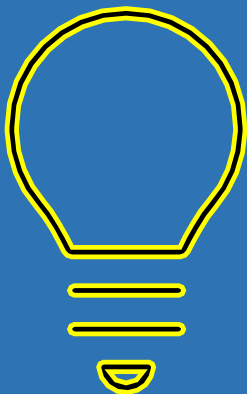
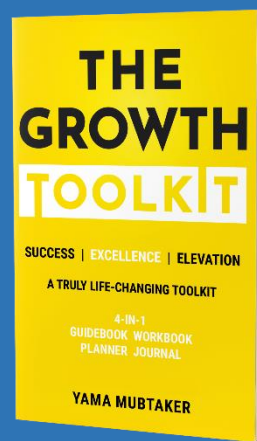


FROM: THE GROWTH TOOLKIT

Success & Growth Plan



YAMA MUBTAKER

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PLAN YOUR GROWTH AND SUCCESS

Direction determines destination. Creating your growth and success plan not only helps you grow and achieve your big dreams, but it can also give you direction and help you move forward in your career / business.

What is a Success and Growth Plan, and how can it help you grow and become more successful?

Success and growth plan is a planning aid for your growth and success. It helps you figure out how to think ahead and set goals and SMART objectives. You can achieve great success with my growth and success plan template, on the condition that you accept you are 100% responsible for everything in your life. If you want to achieve great things, then you must stop blaming others and circumstances.

“Blaming is a total waste of time. Instead focus your energy and time on improving yourself and your reality.”

- Yama Mubtaker

Goal Setting

Dreams without a plan are only wishes. Dreams broken down into goals are what make dreams come true. Goals give our life meaning, a sense of purpose, and fulfillment.

The prerequisite to setting goals is having our **vision statement**, **vision board**, and **mission statement** completed. We are setting goals to achieve our dreams that we have identified in our vision statement and vision board.

While setting goals, the best thing to do is to **look at least five years ahead**. Look at your vision statement and vision board. See what your dreams are. Then write your 5-year goals and include everything you would like to achieve by the end of the 5th year.

"Our life gets better, and we become more successful when we set the right goals and pursue those goals relentlessly." – Yama Mubtaker

The next step is to **break down the goals** by year and come backward until we reach the present time. Then, for the current year, elaborate more by creating specific monthly objectives to achieve the current year's goal (s). Then breakdown your monthly goal (s) even further by weeks. Create tasks and to-do lists for each week. When you approach the end of the current year, start doing the same exercise for the upcoming year. Once done, put all your goals, objectives, and tasks into an action plan document.

"We want to set a goal that is big enough that in the process of achieving it we become someone worth becoming." – Jim Rohn

Following is a practical approach to setting goals.

Start with your goals for the whole year. Break your goals down to months and weeks. Ask yourself the following questions:

Based on my VISION, what are the most critical things I can do this year?

Based on my yearly GOAL, what is the ONE thing I can do each month?

Based on my monthly GOAL, what is the ONE thing I can do each week?

Once you have written your goals, your next step is to create objectives for them. Make sure your objectives meet the SMART criteria.

- Specific
- Measurable
- Achievable
- Relevant
- Timebound

If you are not familiar with SMART criteria, I highly encourage you to learn about it. There are countless resources available on the internet on this.

Vision & Mission

VISION: OUR BIGGEST DREAMS

Some people live their life with apprehension, while others live their life with anticipation. People who live their life with apprehension, they do not have their life well designed. They let other people design their life for them, and they live life as intended by others. Therefore, not much is planned for them. And then, there are people who live with anticipation. They are visionary people. They achieve great things in their lives. They vividly imagine their future self and their future life. They create their future reality in their mind first, and then they work relentlessly to manifest it in real life.

"The future belongs to those who see possibilities before they become obvious." - Scully

The best way to become clear about our vision is to decide what we want in our life and write it down. Then, create a vision statement. Based on our vision statement, we create a vision board with images of our vision and hang it somewhere, we can see all the time. If you are married/have a partner, and have children, include them in the exercise of designing your life. Create a separate vision board for each family member and make sure that your dreams and goals are aligned. You all need to be on the same page.

"If you are working on something that you really care about, you don't have to be pushed. The vision will pull you." - Yama Mubtaker

Below you will find the characteristics of a well-defined vision that I have created from the word vision itself.

Vivid: We can imagine it very vividly in our minds.

Inspiring: It excites us; it is encouraging and motivating.

Significant: It is important to us and is a significant part of our future life.

Intriguing: It evokes manifestation where our thoughts and our energy are focused on creating our reality.

Overly compelling: It evokes our interest to transform our "purpose" into "action, make order out of chaos, and instill confidence in us.

Navigates and guides us towards our desired future.

And remember to save your list of dreams so that you can compare them every 3 to 5 years. The idea is to see how your dreams are changing and how you are growing.

Vision + Goals + Strategy + "Plan, Do, Check, Act" = Great achievements

MISSION

Our mission is what we are going "to do" to make our vision a reality. Like the vision statement, we need to write our mission statement. Our mission statement is a powerful tool because it helps us stay focused on our most important priorities.

Your Profile

Your personal profile: Become clear about yourself, your skills, your qualities, your strengths, and your weaknesses.

My vision:

My mission:

My key skills: (List specific skills, not your field of work)

My areas of expertise: (List fields you have expertise in)

My best personal qualities:

My strengths:

My weaknesses:

Your Definition of Success

Defining success: To achieve success, you must first clarify what success means to you personally. Success means different things to different people. What is your definition of success that is personal to you?

My definition of success:

To me, career/business success is:

To me, social success is:

To me, economic success is:

To me, health success is:

What is needed to succeed

What is needed to succeed: What actions do I need to take to achieve success as defined by me on the previous page?

-
-
-
-
-
-
-
-

What is stopping me from taking any of the above actions?

-
-
-
-
-

What can I do about them?

-
-
-
-

Become more valuable: You don't get paid for the hour. You get paid for the value you bring to the hour.

What is my current earning?

What is my desired earning?

What qualifications and skills do I need to earn my desired earning?

How will I acquire the above-listed qualification and skills?

My Goals for the next 5 years

My Goals for the current year (Year 1)

Goal 1:

Target Date:

Why do I want to achieve this goal?

Goal 2:

Target Date:

Why do I want to achieve this goal?

Goal 3:

Target Date:

Why do I want to achieve this goal?

Goal 4:

Target Date:

Why do I want to achieve this goal?

Goal 5:

Target Date:

Why do I want to achieve this goal?

My Goals for the next 5 years

My Goals for year 2

Goal 1:

Target Date:

Why do I want to achieve this goal?

Goal 2:

Target Date:

Why do I want to achieve this goal?

Goal 3:

Target Date:

Why do I want to achieve this goal?

Goal 4:

Target Date:

Why do I want to achieve this goal?

Goal 5:

Target Date:

Why do I want to achieve this goal?

My Goals for the next 5 years

My Goals for year 3

Goal 1:

Target Date:

Why do I want to achieve this goal?

Goal 2:

Target Date:

Why do I want to achieve this goal?

Goal 3:

Target Date:

Why do I want to achieve this goal?

Goal 4:

Target Date:

Why do I want to achieve this goal?

Goal 5:

Target Date:

Why do I want to achieve this goal?

My Goals for the next 5 years

My Goals for year 4

Goal 1:

Target Date:

Why do I want to achieve this goal?

Goal 2:

Target Date:

Why do I want to achieve this goal?

Goal 3:

Target Date:

Why do I want to achieve this goal?

Goal 4:

Target Date:

Why do I want to achieve this goal?

Goal 5:

Target Date:

Why do I want to achieve this goal?

My Goals for the next 5 years

My Goals for year 5

Goal 1:

Target Date:

Why do I want to achieve this goal?

Goal 2:

Target Date:

Why do I want to achieve this goal?

Goal 3:

Target Date:

Why do I want to achieve this goal?

Goal 4:

Target Date:

Why do I want to achieve this goal?

Goal 5:

Target Date:

Why do I want to achieve this goal?

Year 1

Quarter 1

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Year 1

Quarter 2

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Year 1

Quarter 3

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Year 1

Quarter 4

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Year 1 Review

My major achievements for the year:

Did I achieve all my goals and objectives for the year?

If not, why?

What lessons did I learn this year?

What can I do differently next year?

Year 2

Quarter 1

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Year 2

Quarter 2

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

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Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Year 2

Quarter 3

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

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Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Year 2

Quarter 4

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Year 2 Review

My major achievements for the year:

Did I achieve all my goals and objectives for the year?

If not, why?

What lessons did I learn this year?

What can I do differently next year?

Year 3

Quarter 1

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

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Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Year 3

Quarter 2

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

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Target Date:

Actions required to achieve this goal:

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Objective (s):

Target Date:

Actions required to achieve this goal:

Year 3

Quarter 3

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

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Target Date:

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Target Date:

Actions required to achieve this goal:

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Objective (s):

Target Date:

Actions required to achieve this goal:

Year 3

Quarter 4

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

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Target Date:

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Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Year 3 Review

My major achievements for the year:

Did I achieve all my goals and objectives for the year?

If not, why?

What lessons did I learn this year?

What can I do differently next year?

Year 4

Quarter 1

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Year 4

Quarter 2

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

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Actions required to achieve this goal:

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Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Year 4

Quarter 3

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

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Actions required to achieve this goal:

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Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Year 4

Quarter 4

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Year 4 Review

My major achievements for the year:

Did I achieve all my goals and objectives for the year?

If not, why?

What lessons did I learn this year?

What can I do differently next year?

Year 5

Quarter 1

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Year 5

Quarter 2

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

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Year 5

Quarter 3

Goal:

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Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Year 5

Quarter 4

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

Objective (s):

Target Date:

Actions required to achieve this goal:

Goal:

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Year 5 Review

My major achievements for the year:

Did I achieve all my goals and objectives for the year?

If not, why?

What lessons did I learn this year?

What can I do differently next year?



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