



GOAL-SETTING SHEET

NAME: _____

DATE: _____

MY GOAL	Write your clear, attainable goal here.	ACTIVITIES & DATES List all necessary activities and the dates you expect to complete them in this column ↓
TIMING	Set your deadline here: 30 days, 60 days, etc. (if necessary, set sub-deadlines)	
OBSTACLES	Determine any obstacles you may encounter.	
SKILLS	Identify what type of skills or what you must learn to achieve this goal.	

<p>HELP</p>	<p>Determine the person who could help you and how he or she will benefit by it.</p>	<p>ACTIVITIES & DATES</p> <p>List all necessary activities and the dates you expect to complete them in this column</p> <p>↓</p>
<p>PLANNING</p>	<p>PLAN: Organize your list based on priority.</p>	
<p>ACTION STEPS</p>	<p>TAKE ACTION: Do something every day that moves you closer to your goal.</p>	
<p>OTHER</p>	<p>Use this area for any additional ideas or steps you may come up with.</p>	

Personal development is a lifelong journey—an upmost way to achieve set goals. To be the best in one’s field, surmount life’s challenges and become a winner, there is a great need for positive thinking and positive affirmations. A strong self-believe will achieve great things even in the face of the toughest opposition.



STAYING ON TRACK:

The first step to getting what you want is to define and truly know what it is that you want. Commit yourself to practice thinking only about what you want, and hold on to that vision. It is very likely that you'll end up getting precisely what you want.

If for whatsoever reason you do not seem to be focusing on your goal, take a break and shift your thoughts to something (anything) that gives you joy. Once your energy comes back, continue to work on your goal. The key is not to give up and to make it a habit of focusing on your wants and desires.

If you need help with this exercise, feel free to sign up for a complimentary 25-minute coaching session, and I will guide you.

Wishing you all the very best,

Judith