

Goal: _____
Person/Department Responsible: _____ Year: _____
Challenge: _____ Help: _____
Key Actions/Habits: _____

1st QUARTER Title: _____
Goal: _____
Challenge: _____
Help: _____
Key Actions: _____

JANUARY Goal: _____
Key Actions: _____

FEBRUARY Goal: _____
Key Actions: _____

MARCH Goal: _____
Key Actions: _____

2nd QUARTER Title: _____
Goal: _____
Challenge: _____
Help: _____
Key Actions: _____

APRIL Goal: _____
Key Actions: _____

MAY Goal: _____
Key Actions: _____

JUNE Goal: _____
Key Actions: _____

MID YEAR MILESTONE & DECISION: _____

3rd QUARTER Title: _____
Goal: _____
Challenge: _____
Help: _____
Key Actions: _____

JULY Goal: _____
Key Actions: _____

AUGUST Goal: _____
Key Actions: _____

SEPTEMBER Goal: _____
Key Actions: _____

4th QUARTER Title: _____
Goal: _____
Challenge: _____
Help: _____
Key Actions: _____

OCTOBER Goal: _____
Key Actions: _____

NOVEMBER Goal: _____
Key Actions: _____

DECEMBER Goal: _____
Key Actions: _____

Yearly considerations for _____

Qtr 1: January - _____ **February -** _____ **March -** _____

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Qtr 2: April - _____ **May -** _____ **June -** _____

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Qtr 3: July - _____ **August -** _____ **September -** _____

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Qtr 4: October - _____ **November -** _____ **December -** _____

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Consider breaking down annual and monthly goals into weekly goals. Also consider listing important events (conferences or maybe birthdays), or bills (memberships, certifications, registrations, or taxes).