



From Frozen to Free

A guide to building goals and routines

Overview

A recipe of hints tips and questions to help you live your life on your terms while cultivating the most happiness from a sense of accomplishment both personally and professionally.

DREAM A LITTLE DREAM

DREAM A BIG DREAM

- What is the specific action or goal you aspire to achieve in your life?
- How do you envision your ideal daily routine?
- What is your wildest travel fantasy and how do you plan to make it a reality?
- What does the pinnacle of success in your professional life look like to you?

Beginning date of transformation:

—————

- What have you already accomplished that will help you continue to move forward?
- What routines do you have that work for you that you can build on?
. Where are you frozen?
- Where is your flow?
- What obstacles are you facing as you work on progress?
- What do you think about the most?

Professional Goals	Personal Goals
Questions to ask yourself when writing goals?	Questions to ask yourself when writing goals?
What are your values and how do they align with your professional life?	What are your values and how do they align with your personal goals?
What is your overall goal professionally? What do you want to accomplish in a long term career? Do you crave balance? Are you looking to be challenged?	What is working in your personal life? What do you want to improve?
How do you feel about commuting? changing jobs, self-employment? Movement within your current company?	What do you hope to accomplish? What is standing in your way?
What fears hold you back from moving forward? Are you staying stuck because of obstacles? Remember, everything is figure-outable!	How does your thinking impact your ability to change certain things? How do old habits inhibit progress? And your mindset about making new habits?

Your Vision for what you want to accomplish

Objective	Success Metrics
State as a measurable goal	List mini goals that will help you see your big picture
What does success look like?	Goals that you are accomplishing as you move forward
What does success smell like?	Little reminders that you are on the right track
What does success feel like?	

Timeline



The Roadmap

	Month 1	Month 2	Month 3	Month 4
Phase 1 Awareness	Get real clear on what you want? What is your vision? Mission statement? Goal?			
	1. How can you cultivate a heightened sense of awareness towards your goal? 2. In what ways can you integrate your goal into your daily life, to the point where you're living and breathing it? 3. What specific actions can you take that will help you make significant progress towards your goal?			
		What does self-sabotage look like for you right now? What obstacles are emerging that hinder your progress and actions?		
Phase 2 Plan	What is my realistic start date? When will this be done by? Is this ongoing or does it have a final accomplishment? How will I know I am making progress/ Who can I reach out to for assistance?			
		What will progress look like? Are there time frames for all big and little goals?		
Phase 3 Action			What are three action steps I can take to get started?	
		What does movement look like each day as I move towards my goal?		
				What do I need to do to continue on my path and not lose momentum?

To-Do List

	Task	Status		Deadline
AM/PM Routine	Break down each routine into the smallest of steps, keep going until you can start doing that first step. What are some ways you can create a routine?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Done Ongoing Paused	Dates and time frames:
Daily repeating tasks	What must be done everyday? Where is the best place to make this list, how many times do I need to do these things until they are habit? What are the tasks I avoid that make my life harder? How can I start doing them? Who will hold me accountable?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Done Ongoing Paused	Dates and time frames:
Big and little goals focus?	Where am I in my plan? What am I doing well? What needs more attention to make progress? What am I afraid of? Where am I stuck? Do I need to reevaluate goals and time frames to fit my reality?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Done Ongoing Paused	Dates and time frames:

Notes

- Progress begins with simple wins
 - making your bed, brushing your teeth, movement for your body, healthy nourishment all routed in strong routines.
- Ask yourself these questions:
 1. **What time do you usually wake up and go to bed?**
 2. **What are the first things you do after waking up?**

3. **What does your ideal breakfast look like?**
4. **What kind of physical activities do you engage in during the morning?**
5. **What are your main professional or personal tasks for the day, and when do you plan to do them?**
6. **How do you usually feel by midday and what do you do to manage your energy levels?**
7. **What do you typically do for relaxation or leisure in the afternoon?**
8. **What does your ideal dinner look like, and at what time do you usually have it?**
9. **What activities help you wind down at the end of the day?**
10. **What are the last things you do before going to bed?**

Be honest with yourself and then break down what needs work for you to function optimally.