



Goal Setting Tracker

ACHIEVE YOUR AMBITIONS

Vision Statement

Prompt: Describe your long-term vision or purpose.

Example: Build a sustainable, purpose-driven career that supports meaningful causes.

Annual Goals

Goal	Why It Matters	Deadline	Progress (%)	Notes

Quarterly Focus

Q1

Key Objectives	Milestones	Status

Q2

Key Objectives	Milestones	Status

Q3

Key Objectives	Milestones	Status

Q4

Key Objectives	Milestones	Status

Monthly Breakdown

January

Top 3 Priorities	Actions	Check-In Date	Outcome

February

Top 3 Priorities	Actions	Check-In Date	Outcome

March

Top 3 Priorities	Actions	Check-In Date	Outcome

April

Top 3 Priorities	Actions	Check-In Date	Outcome

May

Top 3 Priorities	Actions	Check-In Date	Outcome

June

Top 3 Priorities	Actions	Check-In Date	Outcome

July

Top 3 Priorities	Actions	Check-In Date	Outcome

August

Top 3 Priorities	Actions	Check-In Date	Outcome

September

Top 3 Priorities	Actions	Check-In Date	Outcome

October

Top 3 Priorities	Actions	Check-In Date	Outcome

November

Top 3 Priorities	Actions	Check-In Date	Outcome

December

Top 3 Priorities	Actions	Check-In Date	Outcome

Weekly Planner

Week Starting	Main Goal	Tasks	Obstacles	Wins

Reflection Prompts

- What went well this month?
- What could have been better?
- What did I learn?
- What am I grateful for?
- How can I improve next month?

Goal Review Summary

Goal	Achievements	Lessons Learned	Next Steps

Motivation Prompts

- Why is this goal important to me?
- How will achieving this goal make me feel?
- What positive impact will this goal have on my life?
- What am I willing to sacrifice to achieve this goal?
- What steps can I take today to move closer to my goal?

Summary

This Goal Setting Tracker provides a comprehensive framework to define your vision, set annual goals, break them down into quarterly focuses, monthly priorities, and weekly tasks. Regular reflection and review will help you stay motivated and on track to achieve your goals.