


# GOAL SETTING WORK SHEET

Any goal no matter how far out there is reachable. Even the moon can be reached when people know what they want, make a plan and act on it.


Questions are the key to setting goals. We can use them to sketch out the what, why and when...

 Q1. In what area of your life does this goal fit? Is it a family goal, fitness and health, or perhaps it's a financial goal? Does the goal server your career or suit educational aspects of you life?

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 Q2. Now, what is your goal? *A name here will not do.* Describe the goal in detail. What will you be like when you achieve the goal? Never never never write your goals in the negative. These are a sure bet to failure. Want to quite smoking. "I will increase the time between each smoke to 2 hours." Be creative.

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 Q3. Why do you want the goal? Even though it may seem obvious it may be deceptive. Attempt to reason out what achieving the goal will mean to the area of your life you assigned it to. If you choose run 10miles in 1 hour but want to do it because you want to lose 20lbs then you should change your goal to "lose 20lbs". It will make your steps more flexible and increase your success rate. Adding emotional reasons for wanting your goal here will also help keep you motivated. Rereading the reasons when it gets tough will undoubtedly spur you on.

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 Q4. Perhaps the most overlooked aspect of goal setting is measuring. Every text you can find on the topic says to do it but most people don't manage. So with this goal what are you going to measure? How long it takes to do something. How many? How much? How often? Remember that you have to measure these things at regular intervals too so write that down also.

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 Q5. Ok big question. **WHEN WILL YOU REACH YOUR GOAL?** Y\_\_\_\_\_ M\_\_\_\_\_ D\_\_\_\_\_

*There isn't much more to goal setting. Now that you've written it keep this piece of paper somewhere easy to review. Measure according to your answers in question 4 and make sure read this page at least once a week*