



Goal Planner

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A tool to help you on your way to setting personal goals for yourself and achieving them.



Goal Planner

Goals that are effective inspire us to take action. A good way to identify goals that will inspire us is to begin with the 'end state'. That is, begin by imagining what you would like your life to look like. Once you allow yourself a little fun dreaming of the end state, take a look at your current state, and decide what it is that you want to change.

--- Step I ---

"Challenge yourself with something you know you could never do, and what you'll find is that you can overcome anything." ~ Anonymous

Let's begin with looking at the past year. Of the things that were within your control, ask yourself these questions:

- If you had to choose a word to summarize the year, what would it be?

- What were some of the great things that happened?

- What are you most proud of?

- Any surprises?



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- Was there someone who really stood out for you?

- What was it that you liked/disliked about them?

- What do you want to keep?

- What do you not want to repeat?

- When were you the happiest?

- When were you the most upset?

In summary, looking back on the year, and the answers to these questions, what did you learn?



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-- Step II --

Now that you've had a chance to review the past year it is time to think about the future. Where do you want to place focus in the coming year? When deciding this, think about what it's going to take to make this a reality.

“All our dreams can come true - if we have the courage to pursue them.” ~ Walt Disney

Let's begin by looking at the present moment, and ask you the following questions:

- What areas do you want to continue?

- What areas do you want to change?

- What areas do you want to expand on?

Therefore, going forward, I need to.....



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We often over estimate what we can accomplish within a year so I suggest we start with setting 3 goals, ESPECIALLY if you've never really set personal goals for yourself before or you haven't been very successful at achieving them.

What 3 areas really light you up and excite you? These are the kinds of goals that will inspire you. For example, saving money isn't very inspiring, BUT, if you can visualize what you plan on doing with the money you plan on saving, it becomes much more meaningful and tangible. Be realistic and specific. If you are looking to save money to buy a house and you need to save \$10, 000 this year for a down payment that means you need to save close to \$200 every week. Is that realistic for you? If not, adjust your goal accordingly. If a house is too big of a leap for you now, think of what you can do with the extra \$5000 you plan to save this year. It's better to work towards the changes you've identified in your life and begin taking 'turtle steps'* towards those changes, than it is to not take any movement forward.

Once you've identified your 3 main goals for the year, print them off, and keep them front and centre so that you can look at them and remind yourself about them. A great place for me is on my fridge, or by my computer. (Places I visit frequently!) I also find it handy to set a reminder in my calendar in June (at the 6 month mark), to review my goals and see if I want to tweak them or maybe it's time to create new ones because I've already achieved my original ones!!

*A term used by Martha Beck

Areas that you may consider choosing are:

- Personal
- Career and/or Your Business
- Community – can be family, circle of friends or the community at large

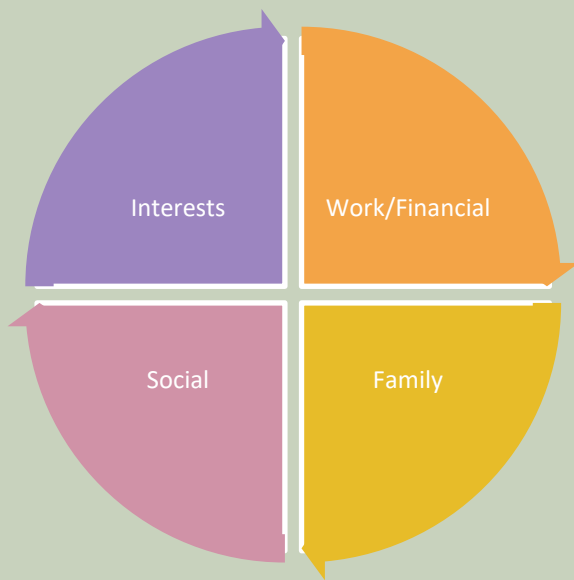
Another helpful way of identifying areas in your life you would like to change is by looking at your Wheel of Life and identify its current composition versus what you would like its composition to look like. Here's an example:



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Wheel of Life:

Current/Past Year



Coming Year



-- Step III ---

Create a goal in each of the 3 key areas.

“The best way to predict the future is to invent it.” ~ Alan Kay

Write out your three goals along with a key word that will help trigger your memory. For example, let’s say I want to learn how to play the guitar this year. I may choose my key word to be “music” or “guitar”.



My Personal Goals for this Year:

Goal 1:

(Key word):

Goal 2:

(Key word):

Goal 3:

(Key word):