



5-Step Goal Setting Starter Kit

Step 1 – Choosing Goals

Review the goals on the list below. Check off any that you would like to accomplish at some point in your life.

Health and Emotional Balance

- Reduce stress
- Reduce sugar and/or fat intake
- Reduce alcohol/nicotine intake
- Eat healthier foods
- Lose weight
- Begin exercising
- Sleep better
- Improve appearance
- Take responsibility
- Have more energy
- Address an emotional issue

Career

- Upgrade current profession
- Align profession with passion and values
- Find a new career
- Reduce stress on the job
- Design a career track
- Get a raise/promotion
- Get a job
- Undergo job training or additional education
- Do a better job
- Start a business
- Be more productive

Financial

- Face a money problem
- Set up and follow a budget
- Pay off debt
- Earn more/make more
- Design a financial independence plan
- Start saving
- Begin investing
- Stop overspending
- Create a lifetime money plan
- Moonlight
- Plan for retirement
- Buy a home
- Build a financial reserve
- Learn about money
- Review insurance
- Manage a bankruptcy
- Determine a giving plan

Transition

- Divorce recovery
- Recovery from a trauma
- New job
- Big loss/failure
- Retirement life planning
- Loss of a loved one
- Financial windfall
- Big opportunity
- One-to-five year plan
- Medical challenge
- Birth of a child
- Moving to a new city

Continued on next page...

Lifestyle & Personal Growth

- Have more fun
- Complete a special project
- Practice meditation or prayer regularly
- Clean up a bad habit or limiting belief
- Discover core values
- Begin a path of recovery
- Be mentored
- Be coached
- Be listened to fully
- Get some hope
- Address a sexual concern
- Design a life vision or purpose
- Address and handle all needs
- Begin a spiritual path
- Make big life changes
- Awaken creative juices
- Become more patient
- Learn emotionally mature behaviors
- Become more responsible
- Address problems head on

Relationships

- Find and develop a loving relationship
- Get closer to your spouse or partner
- Strengthen communication skills
- Socialize more
- Resolve past experiences
- Attract better people in your life
- Get closer to family/friends
- Feel more loved.
- Redesign to get needs met
- End a relationship that is negative or draining

Step 2 -- Actions to Get You Started

1. Look at the list of possible goals and select one that you want to achieve. Begin with a relatively easy goal.
2. On a separate sheet of paper, write down every possible action you can think of to help you achieve this goal. This should include any resources you would need and any predictable obstacles you might have to address.
3. As you begin to work on the goal, more action steps may emerge, so hold on to this list and write them down as you think of them. You might ask a friend to help you think about this list and brainstorm action steps.
4. Decide how many days a week you want to allot time to working on your goal, and determine how many hours during those days you want to commit to the work.

Step 3 -- Accountability

1. Send an e-mail to all of your family and friends letting them know that you have decided to achieve a goal and that you will be working on it on Tuesdays and Thursdays from 4:00-6:00 p.m. (or whatever you decide). Ask them to check in with you about your progress.
2. Ask one or two friends if you can email them after you complete your work on your allotted days. This will help keep you accountable.
3. Send out a few updates to your entire list of friends and family as you work toward your goal.

Step 4 – Plotting Your Action Steps

1. Pick a start day to begin your goal. Mark it on a calendar. Begin plotting your action steps on your calendar for your goal work days. Do this in pencil in case you need to make changes.
2. Be sure your action step matches your allotted amount of work time. If not, break the action step into smaller parts.
3. Plot as many action steps as possible on your calendar. You may need to make changes or additions to this along the way.

Step 5 – Reward System

1. Select certain reward dates during the process so you can celebrate your accomplishments as you progress. Choose something that makes you happy and feels like a reward.
2. When you accomplish the goal, do something even bigger to celebrate. Let all of your friends know when you achieve your goal.
3. Give yourself a week off, then pick another goal and do the same thing. Keep a master list of the goals you have accomplished so you can look at what you have achieved a year from now!

...personal growth for fearless living