

**GOAL SETTING GUIDE**

**Create your vision/goal:** Write a concise statement about your vision or goal. What is it you hope to accomplish? **Be as specific as possible.** What will it look like when achieved? How will you feel when you've accomplished it? How will your life be different? Is this a short-term (accomplish within 3 to 6 months), medium-term (accomplish from 6 months to 2 years) or long-term (accomplish in more than 2-3 years) goal? Is this *your* goal or someone else's goal for you? Are you really invested in it, or is it a "should"? (Hint: if you're not invested in it or it's not really your goal, save yourself a lot of stress and find a new goal you can believe in).

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**Create your strategies:** What kinds of things will you do to move yourself towards your goal? You may already be doing some of them, and just want to do them more often or differently, and you may also want to incorporate new techniques into your plan.

I will continue doing the following things because they already contribute to my progress and success:

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I will bring these new strategies into my game plan:

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**Create your action plans:** Write down the specific steps you will take to move yourself ahead, the date you will have them completed by, and the reward you will give yourself when you've completed each one. (Hint: Be sure to be aware of behavior that may impede the achievement of your goals. Include on your list the things you will start doing, and also those you still *stop* doing because they interfere with your progress and success.)

Action Step	Date	Reward

**Now you have your vision/goal, strategies and action plans. Revisit them daily, and implement them by TAKING ACTION!**

Remember, the difference between having a vision And living your vision is ACTION!

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