

# Goal Setting - Failing to Plan, Is Planning to Fail

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1. Write your goals down on paper. Rules must be SMART:
  - S Specific
  - M Measurable
  - A Action
  - R Realistic
  - T Time Frames
2. Make sure you really want them. If you want them, you'll be excited to get up in the morning and achieve them.
3. Break goals down. If you break a project into smaller tasks you'll be less overwhelmed and more focused.
4. Reward yourself. Be proud of your achievements.
5. Review your goals. Goals can be short term goals and long term. Set both. If you achieve them, create new ones. If you don't, revise, work out what went wrong, and get better.
6. Believe in them 100%. The power in reaching your goals is in the mind, think positive and believe you can and will. If you can think it, it is possible. Think big and reach your potential.
7. Carry your goals with you all the time. Write them in your phones notes, or on a small piece of paper. When waiting around, take it out, remind yourself of them.
8. When you wake, and before you go to sleep, read your goals. If out of sight they will become out of mind. If you start the day reminded of what you want to achieve you're more likely to make the conscious choices during the day. Create the day in advance.
9. Visualise yourself reaching the goals often. Imagine what you will look like and what you will feel like. Create the pictures in your mind and the emotions of having it now.

**STAY FOCUSED ON WHERE YOU ARE GOING AND HOW YOU ARE GOING TO GET THERE.**

**NEVER GIVE UP!**

## My Goals

<b>My SMART Goal:</b>
<b>Due Date:</b>
<b>Actions:</b>

## Daily Reminders

DAY	ACTION	RESULT
Mon		
Tues		
Wed		
Thurs		
Fri		
Sat		
Sun		

## Monthly Progress

<b>MONTH</b>	<b>ACTIONS</b>	<b>RESULT</b>	<b>CHALLENGES</b>
January			
February			
March			
April			
May			
June			
July			
August			
September			
October			

November			
December			