

**Goal Setting**

Setting and achieving goals is a fundamental part of forward momentum in life and business. The purpose of this ‘strategy sheet’ is to help you improve the definition and clarity of the goal you want to achieve; to help provide a clear outcome/result from your goal; identity what support structure you’ll need to get the result you want; define clear action steps and create a review system for you to check progress and help to ensure forward momentum to achieving your goal.

To ensure you get the best from this process, watch the goal setting walk through video using this link:

<https://www.newperspectivesec.com/resources/>

1. **DEFINING YOUR GOAL:**
* **OUTCOME** - What is the clear outcome/result you want to achieve? How will you know when you’ve achieved this goal? You need to be ‘crystal’ clear with your outcome. An ambitious goal should be both scary and achievable (with a stretch!) It should also be relevant for your life / business.
* **WHY?** – Why is this goal so important to you? The more important and personal the goal is to you the more passionate you’ll be towards achieving it. This will also help should ‘roadblocks’ crop-up when working on your actions! Write an inspirational note to yourself on why you must continue even when the going gets tough.
* **WHEN?** – When will you achieve this goal? Is the date realistic and achievable? If not, could it be achievable through additional support? (See next step).
1. **WHAT WILL YOU NEED TO ACHIEVE THIS GOAL?**
	* **IDENTITY** – What behaviours/habits do you need to achieve this goal? What sort of person would ‘nail’ this goal? Who do you need to be?
	* **‘NORTH STAR’** – What symbol could inspire you to ‘smash’ your goal?
	* **HELP FROM OTHERS** – Do you need help from others to achieve this goal? If so, what?
	* **ACCOUNTABILITY** – How would you like to be held accountable with your actions to achieve this goal? Would an ‘Accountability Partner’ help? If so, who could you share your goal with? How often and when?
	* **ROADBLOCKS** – Think about what could prevent you from working on your actions and achieving your goal in the future? What could you put in place now to prevent the roadblock from happening or to minimise its impact?
2. **ACTIONS:**
	* List below the action/s that you are committing to; how often you’ll do them and when:

**Action Name Description & Frequency Completion Date**

* + **TAKE ACTION NOW!** – What small action will you do RIGHT NOW to start your forward momentum with your goal?
1. **REVIEW:**
	* When will you review your progress towards achieving your goal? How often will you do this?
2. **COMMITMENT:**
	* **YOUR COMMITMENT STATEMENT** – Why will you commit to achieving YOUR goal?

SIGNED: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I hope you found this ‘Strategy Sheet’ helpful - I wish you success with your goal!