



Setting and Achieving Goals

Area	Today's Date	Final Target Date	Date Achieved
Goal (Specific, Measurable, Attainable, Realistic, Tangible → stated positively, stated in the now) _____ _____ _____ _____			
Benefits from Achieving this Goal: _____ _____ _____ _____ _____			
Possible Obstacles: _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____	Possible Solutions: _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____		

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Specific Action Steps for Achieving This Goal:	Who is Responsible?	Target Date	Review Date	Completion Date
1. _____ _____				
2. _____ _____				
3. _____ _____				
4. _____ _____				
5. _____ _____				
6. _____ _____				
7. _____ _____				
8. _____ _____				
9. _____ _____				
10. _____ _____				
Method of Tracking Progress				
Is it worth the time, effort and money to reach this goal? _____ Yes _____ No _____ Yes, but later				