

Putting the Pieces Together

List your Top 3-5 priorities or values: After you complete the exercise determining [your Vision](#), [your Why](#) and your [SMARTER Goals](#), from the rest of the Goal Planning series, transfer your top priorities or values here for reference.

Include areas such as health, fitness, finances, relationships, career, education, travel, spirituality, etc.

Writing down your goals is important, but even more important is to remember to refer to them often. This helps you stay focused and on track. It also allows you to update and adjust your plan of action as needed.

1.
2.
3.
4.
5.

Write your goals in the present tense as if they are already accomplished. For example, let's say one of your values is financial security and you have set a goal to save an extra \$2000 over the next year. Your one-year, long-term financial goal will read, "I have saved \$2000 in a Roth account." Then break that goal down into the milestone increments and write them in the affirmative as well.

goal planning - creating a plan

List your 1-Year long-term goals: What do you want to have accomplished one year from now? What are the goals that you want to be able to say, "Wow, I did it,"? Then state why your goal is important and how it will make you feel. What will that mean for your life, yourself, your loved ones?

1.
This is important to me because:
2.
This is important to me because:
3.
This is important to me because:
4.
This is important to me because:
5.
This is important to me because:

goal planning - creating a plan

List your Six-Month milestone goals: Now, back into that goal by determining where you'll be half way to your long-term goals:

1.
2.
3.
4.
5.

List your 3-Month milestone goals: What is the mid-way point to your six month goals?

1.
2.
3.
4.
5.

goal planning - creating a plan

List your 1- Month milestone goals: Now, what do you want to accomplish in your first month?

1.
2.
3.
4.
5.

List your Daily goals: What are some specific actions you can take today to begin to put this plan in action?

1.
2.
3.
4.
5.