

2009 Top Level Goal Setting

The key to really feeling accomplished is to specify a reward that you are going to give yourself when you achieve it!

On the next sheets you will spell out your specifics for each of these goals.

Goal	Strategy / Steps	Date	Reward

Goal # 1:

PLAN OF ACTION	TIME FRAME		HELP	FOLLOW-UP			
Action Steps	Beginning Date	Ending Date	Who needs to know or can help?	How do you know when you've completed the action step?	Actual Completion Date	Progress/Results	Reward
1.							
2.							
3.							
4.							
5.							

Goal # 2:

PLAN OF ACTION	TIME FRAME		HELP	FOLLOW-UP			
Action Steps	Beginning Date	Ending Date	Who needs to know or can help?	How do you know when you've completed the action step?	Actual Completion Date	Progress/Results	Reward
1.							
2.							
3.							
4.							
5.							

Goal # 3:

PLAN OF ACTION	TIME FRAME		HELP	FOLLOW-UP			
Action Steps	Beginning Date	Ending Date	Who needs to know or can help?	How do you know when you've completed the action step?	Actual Completion Date	Progress/Results	Reward
1.							
2.							
3.							
4.							
5.							

