

SPECIFIC. MEASURABLE. ACHIEVABLE. RELEVANT. TIMELY GOALS

Your Goal: _____

OBSTACLES AND SETBACKS

What are the obstacles that you can foresee getting in the way of your accomplishing your goal? What are some solutions or actions that you can take to overcome these obstacles and potential setbacks?

	Obstacle or Setback	Solution and Action Item
1.		
2.		
3.		
4.		
5.		

ACTION ITEMS AND TASKS

List at least five action items or tasks to help you achieve your goal. Assign target dates to tasks that are not daily. (Set a target date for weekly tasks)

	Action or Task	Target Date	Completed Date
1.			
2.			
3.			
4.			
5.			
6.			
7.			

How will you reward yourself once you've accomplished your goal?