

Road to My Goal

NAME: _____ DATE: _____

GOAL: *What do I want to do?*

MOTIVATION: *Why do I want to do this?*

START

PLAN: *What steps do I need to take to meet my goal, and when?*

STEPS	DATE	DONE
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>
4.		<input type="checkbox"/>
5.		<input type="checkbox"/>

ASSESS: *How will I know that I met my goal?*

POSSIBLE CHALLENGES: *What might get in the way of meeting my goal?*

BACKUP PLANS: *If a challenge happens, then I will...?*

EVALUATE: *What did I learn from this?*

IMPROVEMENTS: *What will I do differently next time?*

FINISH

Road to My Goal Instructions

Setting a goal can be helpful to provide a sense of direction. This worksheet takes you through the steps of setting a goal, making a plan, and evaluating your success. The process can help you use your past successes to fuel your ambition. Visualizing the road you travel on to reach your goal will help you turn wishful thinking into reality.

Setting a goal helps you:

- be in control of your future and take ownership of your actions,
- use your time and energy wisely,
- focus on a task and set priorities,
- do small steps along the way to achieve what you want, and
- discover your strengths to overcome challenges.

You make and achieve goals every day without realizing it. Sometimes setting a specific goal can feel stressful because we put pressure on ourselves to achieve something overnight or be perfect. Laying out a plan of action helps you break it down into easier steps so you don't feel overwhelmed. To better understand this process, here are some of the terms we will use and some prompts to help you complete the worksheet.

GOAL – the end result you are trying to achieve. Think about how to make your goal specific and measurable. Remember to keep the goal reasonable and within reach, you want to set yourself up to succeed. It also helps to set a time frame to hold yourself accountable.

MOTIVATION – your reasons, desire, or willingness to do something. Think about what factors led you to making this goal. Consider what good things might happen if you reach your goal. This is what drives you into action.

PLAN – detailed list of steps for doing something. Outline how you are going to accomplish your goal by writing what specific steps or actions you need to take and when you need to complete them by. Consider the resources you have available on your own and the ones you might need help with.

ASSESS – estimate the ability or quality of something. Look ahead and imagine you have achieved the goal you set. What does that look like to you? Consider the steps you made in your plan to help you visualize this area.

POSSIBLE CHALLENGES – events or situations that block your way or delay progress. Think about things you cannot control that may prevent you from achieving the steps of your plan or your overall goal. You might consider previous experiences that were challenging.

BACKUP PLAN – actions to take when challenges disrupt your original plan. If you experience a challenge, what can you do instead to stay on course and complete your steps? You may need to postpone or reschedule if necessary, which requires a plan to communicate with all those who are involved.

EVALUATE – a formal review. This section is used after you have achieved the set goal. Reflect on what you have learned in the process. Think about what worked and what didn't work to help you along the way.

IMPROVEMENTS – make something better. After you have evaluated what went well, you need to think about what you could improve or do differently next time to make the process easier or better.