

Smart Goals Guide.com – Annual Goals Worksheet

You have the opportunity to create a fresh start today– and it doesn't matter if it's not January the 1st ...

In my opinion every day is a great day to take action on architecting and building the future of your dreams.

Here are 6 questions which will help you to think afresh about what it is that you would really like to achieve in the coming year.

Take time to **write down** your answer to each question. Writing your answer is so much more powerful than simply thinking about it.

Review Your Last Year.

1.What **did** you achieve over the last year? Whatever it is ... is just fine! Just write it down so that you know.

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Prioritize

4. Now select the 2- 3 goals that are the most important for you. The 2-3 things that would really have you saying and feeling ‘wow’ at the end of 12 months.

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Create S.m.a.r.t Goals

5. Create a S.m.a.r.t goal for the 2-3 areas you have prioritised. Your goal will be specific and measurable , achievable, relevant and timebound. (See www.smart-goals-guide.com if you need to learn how to do this). The key is to make your goal as detailed and specific as possible.

For example - Instead of saying something vague like 'I will lose weight next year'.

You would say something like: " By (date) I am proudly wearing size 12 clothes and I am exercising in the gym for one hour three times a week".

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Decide On Your Next Step

6. Now write down two next steps that you can take easily on each of the 2-3 goals you have prioritised.

Feel free to write more than two steps of course.

Now go and take action...today. (Many years ago I learned the value of never setting a goal without taking the tiniest next step within 24 hours if at all possible).

After you complete each step, write down one new step to replace the step that you have just taken. In this way you always have two next steps in front of you and this will maintain your momentum.

Best wishes and I look forward to sharing with you many more ideas for goal accomplishment and high achievement along your journey.