



WORKSHEET 2

Plan of Action: Great Goals

Well designed goals give us the specific details (a plan) to help move our vision into action. The best goals for this are called SMART goals. Taking the time to plan is a huge step in ensuring our intentions are carried forward. And, even the best laid plans need tweaking, or even tossing out. SMART goals offers a place to start based on what we know today, test in the real world, see what worked or didn't and adjust based on what we learn—no judgments, just information! Be SMART – Specific, Measurable, Achievable, Relevant and Time Limited

1

Specific:

What exactly do you want to achieve, what regular practice, behavior, or outcome?

It is important to be specific with what you would like to achieve and how you think you can achieve it. Who will do it? What is the action you will be taking? Where or when will this happen?

✔ **For example:** I want to lose 10lbs, Exercise more

2

Measurable:

A measurable goal is a goal that has clear deadlines and expectations of what the final product will look like.

How often? By when? What it is you will see, hear and feel when you reach your goal.

✔ **For example:** By X date, I want to walk in my neighborhood three times a week for one hour per day.

3

Achievable:

Is your goal attainable? It might mean starting with a smaller goal that may help you to achieve your bigger goals later.

Weigh the effort, time and other costs your goal will take against your values and current priorities you have in life.

If you don't have the time, money or talent to reach a certain goal you'll certainly let yourself down. That doesn't mean that you can't take on something that seems impossible and make it happen by planning small steps and going for it!

✔ **For example:** I will buy good walking shoes this weekend

4

Relevant:

Make sure your goal is relevant to your larger aspirations.

Do you actually want to run a marathon, be famous, have three children and a busy job? You decide for yourself whether you have the personality for it, or the current bandwidth. It doesn't mean you can't acquire the skills, or resources you may not have; but the main questions, is why do you want to reach this goal and will this goal really achieve that?

✔ **For example:** If my knee starts hurting, I'll switch to a swim class or bike ride

5

Time Limited:

Setting smaller goals that are time-limited and will allow you to see progress and lay the path towards how you will achieve success over a period of time.

Make a timeline realistic and flexible. Celebrate progress, not just outcomes!

✔ **For example:** I will walk at lunch one day this week for 30 minutes



WORKSHEET 2

Putting it All Together: Your Goals

SAMPLE
WORKSHEET

A Powerful Vision and [Clear Why \(from Worksheet 1\)](#). The Big What and WHY:

I radiate energy. Physical activity is a routine part of my week, and I feel confident in managing my diabetes. I feel peaceful and let go of my fears and anxiety with ease. My motivation is being a role model for kids and enjoying a happier more peaceful outlook.

	Goal #1	Goal #2	Goal #3
Well-being Area	Physical Health	Security/Basic Needs	Mental/Emotion/Spiritual
Statement of Goal	I will exercise more.	I will eat better.	Increase positive states of emotional well-being
*Challenges (from the Why Worksheet)	Exercising by myself.	No Time	I ruminate on the negative
*Strengths (from the Why Worksheet)	Making my cardiovascular workouts a social time to be with friends will help me stay motivated.	I like healthy food and am motivated to save money	I am open to learning new ways of coping
SMART Goal	On Monday, Wednesday, and Friday, I will walk or go rollerblading after class with friends.	I will make lunch and healthy snacks the night before and to bring to work at least 4 times a week.	I will research mindfulness or mediation classes to help re-train by mind
Expected Time Frame	1 month	2 weeks	1 week
Benchmark When will we know we met our goal?	Exercised 12 times in 1 month	I will track number of times per week I made lunch and health snacks. Total = 8	I will have a list of 3 to 5 opportunities
Accomplished?	Getting There! I exercised 7 times this month	Not really. 1 x each week. Only on Sunday night.	YEP!
Set New Goal?	Yes. Same game, new time frame—1 week. Exercise 3x/week.	Yes. I will modify to 2 times/week and set alarm in evening to remind self.	Yes. I will choose & register for a class on Wednesday morning.



Putting it All Together: Your Goals

A Powerful Vision and Clear Why. The Big What and WHY

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Well-being Area			
Statement of Goal			
*Challenges			
*Strengths			
SMART Goal			
Expected Time Frame			
Benchmark When will we know we met our goal?			
Accomplished?			
Set New Goal?			