Setting Goals Worksheet

10 EASY STEPS TO AN EFFECTIVE GOAL SETTING

Includes tips to stay on track!

BY ERIKA SARDINHA

WWW.AKIRELIFE.COM

10 steps to an effective goal setting

1. Write down what went well in your life since the year started. Mention your achievements and what made you happy so far.
2. What would you like to improve and/or do differently from what you have been doing?
3. If money, time, education, life circumstances (etc.) were not a problem... What would you be doing? How would your life be? Who would you spend your time with? What type of experiences would you have? Write about that with no fear, no limits and NO JUDGEMENTS.
4. Divide your life into categories. For example: "Love and Romantic Relationships"; "Family Life"; "Finance"; "Work-life"; "Personal Development"; "Spirituality"; "Experiences" etc. and write them down leaving enough space between each other for you to answer the following question. You can choose to address somewhere between 8 to 12 categories.
5. What would you like to achieve in each category? - Remember, do not limit yourself! Write everything that comes to your mind.
6. Select the 5 most important or urgent goals. These are your goals. From now on, you are going to design the steps that will take you to achieve your goals.
7. Now, write down your motivation to achieve these goals. What will you get from achieving each goal? What will that make you feel? What areas of your life will improve if you get there? What is your intention?
8. Write down a list of things that can get in the way of achieving your goals. Then, write down what you are going to do about it.
9. Specify at least one step you can take now for each goal and set a date for it. 10. Act on it!

Notes & Observations

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Tips to stay on track

✓ Take care of your mental and physical health first;
✓ Have grounding practices;
✓ Place your goals where you can see them;
✓ Create a “theme” for the next trimester or the month;
✓ Maintain a journal or a tracking list;
✓ Get an accountability buddy;
✓ Check-in every week, month, trimester and semester;
✓ Keep in mind that things always take longer than you think;
✓ Celebrate every win, it does not matter how small!

YOU GOT THIS!

THANK YOU!

Thank you for joining the challenge of setting effective goals to change your life.

If you would like to go deeper. book a free consultation with me here.

calendly.com/erikasardinha