



Goal Setting Process – Summary

Translating Dreams into Specific Goals and Action Plans.

*Vision without action is merely a dream.
Action without vision just passes the time.
Vision with action can change the world.*
Joel A. Baker

This process is all about translating your dreams and ideas, what you want to BE, DO, HAVE, into your future reality. This is a systematic goal-setting process, with specific information about what you may do at each stage. It's a time-intensive process to start with, but like everything, the more you do it, the easier it becomes. You will make the process your own and adapt it to suit yourself, your family and those you work with.

Step 1

Reflect on Your Wheel of Life

This is snap-shot for us of where we are now. It gives us a basis on which to build and helps us to focus on the areas we want to improve. Use the Wheel of Life template to reflect on where you are now.

Step 2

Remind Yourself of Your Top 5 Values

What are your principles or standards of behaviour; your judgment of what is important in life?

Step 3

VISION and DREAM - Make an 'I want' list

The things you want to **BE – DO – HAVE**

Take yourself off to a quiet place – put on some relaxing instrumental music and for 15 minutes write down everything that comes into your head that you want to be - do – have. Don't censor – just write down everything that comes into your head; these can be short-term, longer-term, things you know you're going to do, things that surprise you etc.

You will have a rush of ideas and then your ideas will slow as your subconscious works on it – just continue to ask yourself, 'What do I really want?' Stick with it, if your mind wants to wander, bring it back to what you want.

Step 4

Decide which are your most important goals at this time

Choose a few: no more than 2/3 development goals and 2/3 maintenance goals from your 'I want' list to translate into specific goals and action plans.

Remember to think about focusing on things that are really important to you: for example, balancing family, health, work.



Step 5

Create your goals using the equipped2succeed template and guidance for creating goals and affirmations.

Step 6

Create action plans for each of your goals.

What? When? Who? How? Create your own Plan - Do - Review cycle.

Step 7

Create your reminders: cue cards or electronic versions to carry with you with your goal and affirmation of you achieving your goal.

Step 8

TAKE ACTION – Do what you need to do to keep moving forward towards your goals.

Stay in the now and take 1 step at a time. Build your foundations and build towards your desired outcome.

Step 9

REVIEW – REVIEW – REVIEW

Where do I want to be?

Where am I now?

What's the gap?

What am I going to do about it?

Who can help me?

Step 10

BELIEVE

See, feel and hear yourself achieving your goals.

Keep your goals prominent in your eyeline and your thinking.

Use visualisation and mental rehearsal to reinforce your vision.

This is especially useful when the going gets tough!

Visualise and Mentally Rehearse.

Imagine yourself achieving your goals every day.

*'Think 'impossible' and dreams get discarded, projects
get abandoned and hope for wellness is torpedoed.*

*But let someone yell the words 'It's possible', and resources we
hadn't been aware of come rushing in to assist us in our quest.*

*I believe we are all potentially brilliant and creative - but only if we believe it, only if
we have an attitude of positive expectancy toward
our ideas, and only if we act on them.'*

Greg Anderson

DO THE STUFF – TAKE ACTION EVERY DAY

empowered – enabled – equipped

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