



PERSONAL GOAL PLAN



**This worksheet is your Personal Goal Planner
For You- Made by You- For Your Current Goal**



A GOAL is NOT THE SAME as a wish, hope or a dream, although wishes and dreams are the sources on which you base your goals.

A goal is about what 'you intend to do' to work towards what you value or desire.

Now choose ONE GOAL which is important to you after carefully reviewing all the major areas in life. It can be an ACADEMIC, HEALTH OR FITNESS related goal. Or you can even choose a HABIT you want to change or a HABIT you want to develop as your goal.

Write down your goal here :

Now, we want you to think about the GOAL you have written and check if you have used the 'SMART' strategy.

Is your goal **SPECIFIC**?

Ex: "I want to improve my math grade from a B to an A by the end of this semester."

☐

Yes

☐

No

☐

Not sure



Is your goal and progress towards it **MEASURABLE** in some way?

Ex: "I will complete 3 additional math practice problems every day to improve my score."

☐

Yes

☐

No

☐

Not sure



Is your goal **ATTAINABLE**?

Ex: "I will spend an extra 30 minutes each day studying math with a tutor to make sure I understand the material."

☐

Yes

☐

No

☐

Not sure



List the strategies you would use and check if these are appropriate to achieve the result

Is your goal **RELEVANT**?

(How sure are you that this goal is something really relevant for you at this point?)

Ex: "Improving my math grade is important because I want to pursue a career in engineering."

☐

Yes

☐

No

☐

Not sure



Have you set a **TIME FRAME** for achieving your goal?

Ex: "I will reach an A grade by the end of this semester in 3 months."

☐

Yes

☐

No

☐

Not sure





PERSONAL GOAL PLAN



**This worksheet is your Personal Goal Program
For You- Made by You-For Your Current Goal**



Now do you want to re-write your goal - using all the hints/ points in the previous sheet?

Performance goals are intermediate goals that focus NOT on OUTCOME - the endpoint you want to achieve, but on the ACTIONS / EFFORTS that you decide to make, to work towards the desired outcome or the overall goal.

(Ex: I will practice solving Math problems for 2 hours every Saturday for the next 1 month to improve my marks)

In order to achieve my overall goal - I am setting the following performance goal for the next 1 month :

Become aware of your INTERNAL BLOCKERS in working on THIS GOAL

Do I **REALLY** want to work on this goal?

☐ Yes ☐ **No** ☐ **Not Sure**

Do I have **MY OWN STRONG REASONS** why to work on it?

☐ Yes ☐ **No** ☐ **Not Sure**

Am I **READY TO SPEND THE TIME** needed to work on it?

☐ Yes ☐ **No** ☐ **Not Sure**

Would I be able **to REMAIN FOCUSED** on the goal and not get carried away by temptations or less important things while I am working on it?

☐ Yes ☐ **No** ☐ **Not Sure**

Would I **PROCRASTINATE** over it by putting it off for later?

☐ **Yes** ☐ No ☐ **Not Sure**

Would I **GET DISCOURAGED** and leave it without trying enough or in the right manner if I find working on my goal DIFFICULT as I go along the way?

☐ **Yes** ☐ No ☐ **Not Sure**

Go over your responses and see if you have marked any option which is typed in **bold**.

Those are your potential BLOCKERS!

PERSONAL GOAL PLAN



Know your mental blockers and plan wisely how to deal with them

What strategies would you use to overcome the blockers/ internal barriers?

Looking back at your PERFORMANCE GOAL you have set for yourself, do you think that you will be able to ENJOY THE PROCESS of working towards the goal?

☐ Yes ☐ No ☐ Not Sure

Can you think of making the process of WORKING ON THE GOAL ENJOYABLE/ FUN in some way?

What RULES OF REWARD would you create for yourself?

When an activity is not rewarding in itself, it helps to set up a reward system (But do this only if you need to!)

What kind of reward for this goal would help you?

How much of your effort would you consider enough for a reward? How frequently would you use a reward?

Do you think small changes in your immediate environment or your daily routine can Help you remain motivated and avoid distraction while working on this goal?

What changes would you want to make?

Can you think of 1 or 2 people who might support you as you work towards this goal? If yes, what exactly is the support you would ask for?

PERSONAL GOAL PLAN



Now, we want you to be creative and think of objects/things/cues/thoughts you could surround yourself with, that would act as a source of inspiration for you - to work on this goal.

List them out here : **How would you surround yourself with inspiration?**

Finally, we want you to write a brief MAIL TO YOURSELF as to why you REALLY want to put in efforts on this goal? How much it means to you?

Congratulate yourself for going through this process!
This is the first step you have taken in working towards your goal.