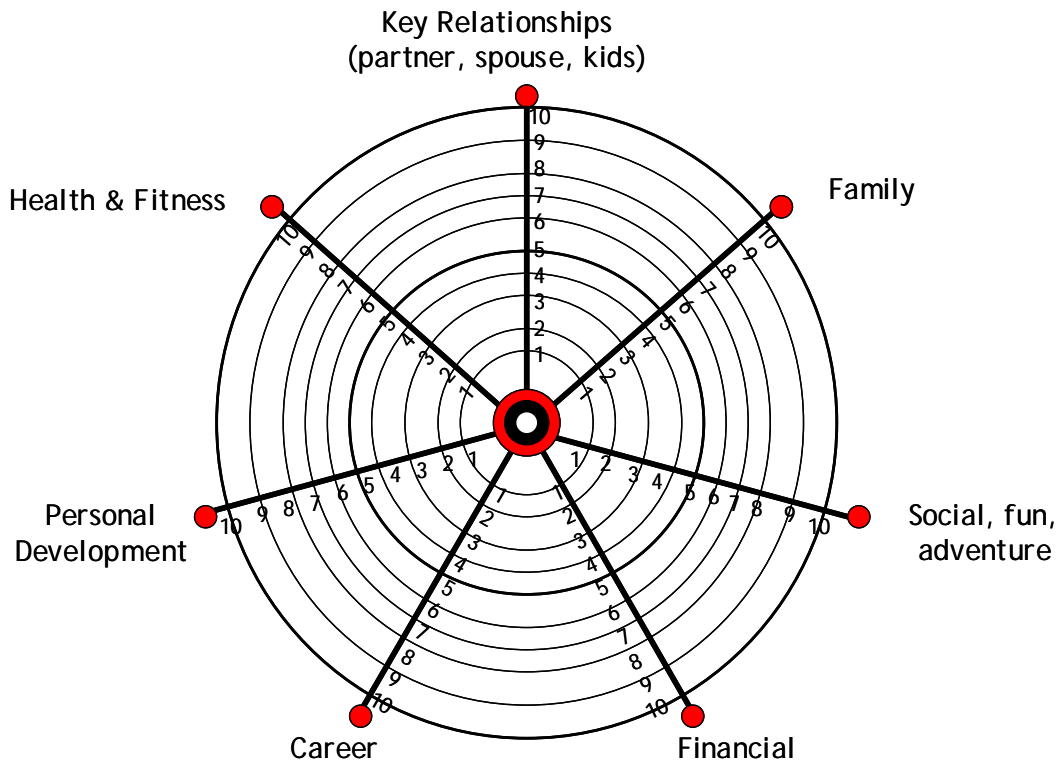


Clever goal setting

1. **First**, look at where you are now. Rate on a scale of 1 (low) to 10 (high) your current level of fulfilment in these areas. (For example, if you are tired, sick or looking a little soft, you may choose to rate Health & Fitness as say a 5 out of 10. If you are in the pink of health, give it a 10.)



Wheel of life: Determine where you now

2. Second, ask yourself, "Which area, if focused on, could bring the most positive change into my life this year?" (It is OK to have a few focus areas, but since your time and energy is limited, don't try to change everything at once.)
3. Third, sit back, relax, take a few deep breaths - and get into your creative, visioning mode. Dream up a picture of yourself wildly successful in your chosen area one year down the road. (And to do this well, you will need to give your resident inner-critic permission to take a coffee break.) For example, if you chose health, imagine yourself fit, energetic and vitally alive; able to do anything you want to. Once you have a picture in your mind, begin to imagine how it might make you feel. (The more you extrapolate the intellectual concept into feelings, the more powerful the image will be.) The goal here is to get a clear picture and a strong emotional connection to the desired state. The more this vision stirs or inspires, the easier it will be to overcome your natural inertia and take the daily actions to get there.

Clever goal setting



4. Forth, once you have a strong vision of where you are heading, list the specific goals (specific, measurable with a timeline attached to each), actions or commitments you will take this week. The longest journeys start with a single step.
5. **Fifth**, set up a weekly support structure to keep you on track. You know yourself. You know what gets in the way of your best intentions. Finish this statement, "*If I am not successful with this initiative it will be because.....*" Will you get distracted? Not set aside the necessary time? Run out of enthusiasm? Once you know how you usually quit on your dreams, find a suitable support structure that will ensure your progress. It can be as easy as setting some time aside each week to review your progress and plan for the next week. Other common support structures include finding a friend with a similar goal to partner with, or hiring a coach. Don't sell yourself short here. Habits take time to change. Lack of an effective support structure is one of the prime reasons people give up on their goals.
6. Enjoy the journey – reward yourself for little achievements. The journey is as important as getting there. Happy Goal setting!

Acknowledgements to Steve Mitten. This material is adaptation of Steve's newsletter from January 2005.