

# YOUR GOALS

**Step 1:** Print the following goal sheet

**Step 2:** Think about what your overall, top three goals are for the next 3 - 12 months

**Step 3:** In the first section fill in what your three over all, big picture goals are.

**Step 4:** Now take a look at the three goals and write down the first steps you need to achieve in the next three months.

**Step 5:** Once you do that look at the goals for the three months and write down what it is that you need to do to complete this month in order to make it happen.

## MY GOALS

Know where you want to be: set goals you can't wait to achieve!

Today's Date 12 / 01 / 20 18

My three most important personal and/or professional goals are....

1. *Get the promotion i've always dreamed of*
2. *Have a decent holiday tech free*
3. *Streamline and automate the things that take away my focus*

I will achieve these three things over the next three months....

1. *Ensure I know what area's of development I need to get the promotion.*
2. *Book and be saving for my tech free holiday*
3. *Have at least three things automated and working for me.*

I will achieve these three things by the end of this month...

1. *Complete the Athena Coaching Leadership Academy Clarity Pack online coaching program.*
2. *Decide where I am going to travel for my holiday*
3. *Monitor and create a list of the items I need to automate*

My affirmation for the next three months is....

*You've totally got this!*

*An affirmation is a short statement that is written in a positive, present tense and personalised way that inspires you to achieve your goals.*

# MY GOALS

Know where you want to be: set goals you can't wait to achieve!

Today's Date \_\_\_\_/\_\_\_\_/20\_\_

My three most important personal and/or professional goals are....

1.
2.
3.

I will achieve these three things over the next three months....

1.
2.
3.

I will achieve these three things by the end of this month...

1.
2.
3.

My affirmation for the next three months is....

*An affirmation is a short statement that is written in a positive, present tense and personalised way that inspires you to achieve your goals.*