



# 5-MINUTE GOAL SETTING PLAN

Many people don't achieve their full potential because they don't define and work toward goals. When writing a goal, start with "I will" and assign a date for completion.

**My Goal!** \_\_\_\_\_ **Completion Date:** \_\_\_\_\_

**I will:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Obstacles

Goals are challenging for everyone, because everyone has obstacles. What are the obstacles? What are the solutions?

Obstacles	Solutions
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____

## Action Steps

What are 5 actions steps to make this goal a reality?

Action	Due Date	✓
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____

**I will know I'm successful when...**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_