

Delightfully Styled

Goal Setting Planning Guide

Print this Goal Sheet for
each weekly or monthly
goals.

Step 1: Write down your goal in as few words as possible.

My goal is to: _____

Step 2: Make your goal SPECIFIC & as detailed as possible (Address these 5 areas: Who, What, When, Where, How)

Who (Are you alone or are others included?): _____

What: _____

When: _____

Where: _____

How: _____

Step 3: Make your goal ATTAINABLE (Is this meaningful & how can I accomplish my goal?)

Items needed for my goal: _____

When will I find/make the time: _____

Things I need to learn more about for my goal: _____

Who is my support system? (People to talk/encourage me): _____

Step 4: Make your goal RELEVANT. List why you want this goal:

Step 5: Make your goal TIMELY. Put a deadline & benchmarks to help you accomplish your goal.

When will I reach my goal:

My halfway mark is:

Additional dates & milestones: