



# Joe's Goal Setting Framework

Instructions: *Print One Of These For Each Goal You Are Setting This Year*  
**Important Note: Send a copy to your mentor and accountability partner.**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

<p><b>Step One:</b> Name Your Goal - Give your goal a creative name. Think about the benefit of the goal. The name should be positive and motivating. <b>NOTE:</b> <i>Goal must be S.M.A.R.T.! Specific, Measurable, Attainable, Relevant and Time Bound</i></p>	<p>Goal Name: _____</p>
<p><b>Step Two:</b> Decided on a realistic deadline for this goal. It needs to be a definite date in the calendar that you can measure against.</p>	<p>Deadline Date:     /     /2018</p>
<p><b>Step Three:</b> Create a list of everything you will need to do to get this goal complete. Include names of anyone who can help you make it happen. Think about what books you need to read and where you need to travel to. What do you need to buy. How much it will cost you. Who can support you?</p>	<p>Brainstorm List:</p> <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> <li>•</li> <li>•</li> </ul>
<p><b>Step Four:</b> Take your brainstorm list and organize it into sequential steps. What goes first, what goes second. How long does each step take and where do you need to be to take that step. If a step takes too long to do, break it down into smaller steps.</p>	<p>Organize Steps:</p> <ul style="list-style-type: none"> <li>• 1.</li> <li>• 2.</li> <li>• 3.</li> <li>• 4.</li> <li>• 5.</li> </ul>
<p><b>Step Five:</b> Make sure you make it a priority to work on the goal every day. No matter what happens you must do a small step each day toward that goal. This is why you should only focus on a few goals because your focus is limited. Start with your MOST important goal. Who will hold you accountable to this commitment?</p> <p style="text-align: center;"><b>How can you get started RIGHT NOW?</b></p>	<p>Daily Action:</p> <ul style="list-style-type: none"> <li>• Today:</li> <li>• Sunday:</li> <li>• Monday:</li> <li>• Tuesday:</li> <li>• Wednesday:</li> <li>• Thursday:</li> <li>• Friday:</li> </ul>
<p>Accountability Partner Name: _____ Mentor Name: _____</p>	<p><b>I promise to give this goal my best every day till It is complete:</b> <b>Signature x</b> _____</p>

