



# Goal Setting Worksheet

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# The Goal Setting Worksheet

There are a lot of different theories and ideas floating around about goal-setting:

- “Are your goals SMART?”
- “Should you focus on problem solving instead of goal-setting?”
- “Is goal-setting simply wishful thinking?”
- “Do people obsess about setting goals as a way to avoid taking action?”

To help address the tendency many of us have to plan rather than taking action, and the constant need leaders have to both set goals and solve problems, I have developed a little goal-setting worksheet or template to help me quickly clarify my thinking and move toward action.

This tool draws from the best goal-setting principles I have learned over the years and applies equally well to small projects, like planning an event, to larger personal and organizational issues like writing a book, starting a business or developing a staff team. It helps move me from goal-setting to goal achieving!

So take a look, work through it in relation to a current goal or problem you are facing. Be sure to let me know how it works for you!

Some of the important questions the worksheet gets you to think through include:

- Why do you even want to achieve this goal?
- What sacrifices will you need to make?
- What interim steps, or micro-goals, will help you get there?
- What can you do right now, today, to move toward your goals?

**Take Action Today!**

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Step 1: State your goal. It must be specific, challenging, attainable.

Step 2: List all the reasons you want to achieve this goal. What will be the benefits?

Step 3: List all the obstacles you know of between you and the goal.

Step 4: What is the primary constraint, the one barrier, which if removed, would bring you dramatically closer to your goal?

Step 5: List all the sacrifices you will need to make to achieve this goal.

Step 6: What information or skill do you need to achieve this goal?

Step 7: Who can partner with you to help you reach this goal?

Step 8: What are all the steps, in order, that you will need to take to reach this goal?

Step 9: What are the three or four primary steps to take to reach the goal?  
(Boil down the ones from Step 8)

Step 10: Which habits will you need to establish to reach this goal?

Daily...

Weekly...

Monthly...

Annually...

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Step 11: What landmarks, reference points, will be evidence that you are reaching your goal?

Step 12: How committed are you to reaching this goal No Matter What?

Not At All   Sort Of   Moderately   Significantly   Definitely

Step 13: What's one simple thing you can do right now, today, to move toward the goal?

Step 14. Take Action Today!

[Watch a Video Overview of the Worksheet Here](#)

Ready to Move Beyond Simple Goal Setting?  
Learn More About the Life Planning System  
Shared in Release A Wilderness Adventure of the Soul

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