



INSPIRED TIPS

ACHIEVING GOALS

The best way to achieve goals is to define them using this checklist. The more explicit you are about your goal; you greatly improve your chance of complete success.

- State your goal positively
 - What specifically do you want to achieve?
- Specify present situation
 - Where are you now?
- Specify outcome you aim to achieve
 - What will you see, hear, and feel when you have achieved your goal?
- Define evidence that you will need to convince yourself you have achieved your goal
 - How will you know when you have your goal?
- Are you absolutely sure you want to achieve your goal?
 - If you had it, would you really want it?
- Will you be able to achieve your goal and sustain it by yourself?
 - Who else will you need to influence / gain buy-in from?
- What resources do you need?
 - What do you have / need to achieve your goal?
- What will you gain / lose if you achieve your goal?
- How are you going to celebrate your success?

Best of luck!
