

## Goal Setting

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Goals are the dreams and accomplishments you want to achieve in life. Clearly defining the actions you need to take to achieve your goals increases the chances of your dreams becoming reality. To develop clearly defined goals, try following the steps below.

### Step 1

First, start by identifying a specific area of your life. One way to approach this is by organizing the various parts of your life into mental, emotional, physical, spiritual, and financial categories. You can use these categories or choose whatever categories work best for you.

### Step 2

Next, identify one or two values you want to guide this area of your life. Making conscious decisions about your values allows you to be intentional in creating the life you desire by helping you set goals that are more gratifying and personally rewarding. If you need help doing this, try completing the Values Clarification worksheet.

### Step 3

Now that you've identified a specific area of life you want to focus on and values to guide you, begin to think about what it is you truly want. Then, think about why you want it and specific steps you can take toward achieving it. Write your answers using the **WIN** format below.

- W**     **What** do I want?
- I**     What **improvements** will happen in my life as a result of achieving this goal?
- N**     What can I do for the **next** 7 days to work toward my goal?

Each week, evaluate your progress on your WIN goal and identify new actions to take toward your goal for the next 7 days. If it helps, you can also identify milestones you'd like to achieve in 30 days, 6 months, 1 year, or whatever timeframe makes sense to you.

**Bonus:** As you complete your goals consider the following questions:

- Do your goals reflect your values?
- How will prioritizing this goal affect other areas of my life?
- What negative thoughts or other obstacles might I face while achieving my goal?
- What can I do to overcome obstacles? What skills or coping strategies can I utilize? Who I can ask for help?

## WIN Goals

Goals provide direction in life. They can also be a source of hope and motivation. Use this worksheet to identify your goals and steps you'll take to achieve them.

**Area of life:** What part of your life does this goal focus on?

**Values:** What values are guiding your goals? Do these values reflect your overall desires for life?

**What I want:** What do you want to achieve?

**Improvements:** Why do you want to accomplish this goal? What improvements will you see?

**Next 7 days:** What specific steps will you take over the next 7 days to work toward your goal?

**Milestones:** What do you want to accomplish within the next 30 days? 6 months? 1 year?