

Goals Procedure Chart

Only work with 3 goals at a time

Step #1. Identify Goal. (taken from Getting Started with Goals)

Step #2. My benefits from reaching this goal (WHY), (REASONS).

Step #3. Major obstacles and mountains to climb to reach this goal, (list).

Step #4. Skills or knowledge required to reach this goal. (think)

Step #5. Individuals, groups, organizations or companies to work with to reach this goal. (list all your resources)

Step #6. DAILY PLAN OF ACTION to reach this goal. (Be very specific using a day timer of some kind to plan your day)

Step #7. Completion Date

From the office of Priscilla Harrison, for training purposes only.

Taken from Zig Ziglar's book, Over The Top