



GOAL SETTING MADE EASY  
[FREE GUIDE]

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# 5+ KEY STEPS IN SETTING YOUR GOALS

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YOU DESERVE TO ACHIEVE YOUR DREAMS!

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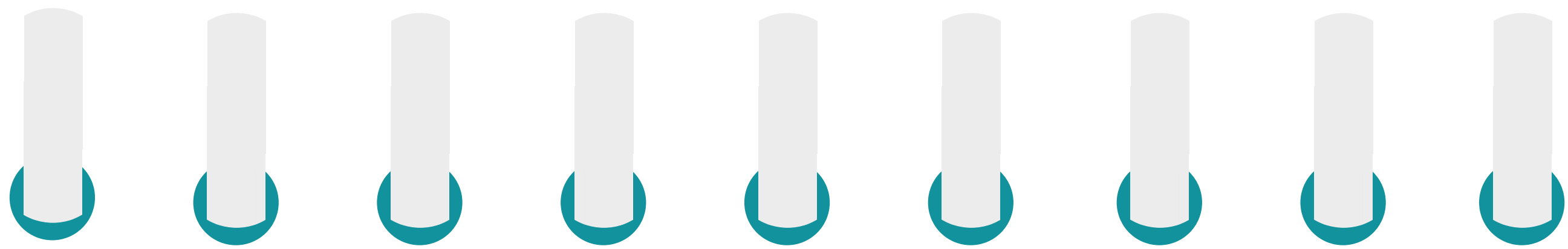
# Step 1: Write Down Your Goals

It is not too late to begin setting your goals. We all have our different breakthroughs and self-realization in making that one step in getting closer and clearer as to what we want to achieve. You are perfectly placed and I am glad you are now ready to make that step in **SETTING YOUR GOALS** to help you move to your next level!

## 1. Write Down your Goals

a. How many times have you had an idea or a goal and within moments you forgot exactly what you were thinking to accomplish? Writing Down your Goals or Plans benefits you in these three (3) simple ways:

- i. It helps us **NOT TO FORGET** about our Goals
- ii. It is our first step of a **COMMITMENT** to our Goals and ourselves
- iii. It helps us to hold ourselves **ACCOUNTABLE** in achieving those Goals

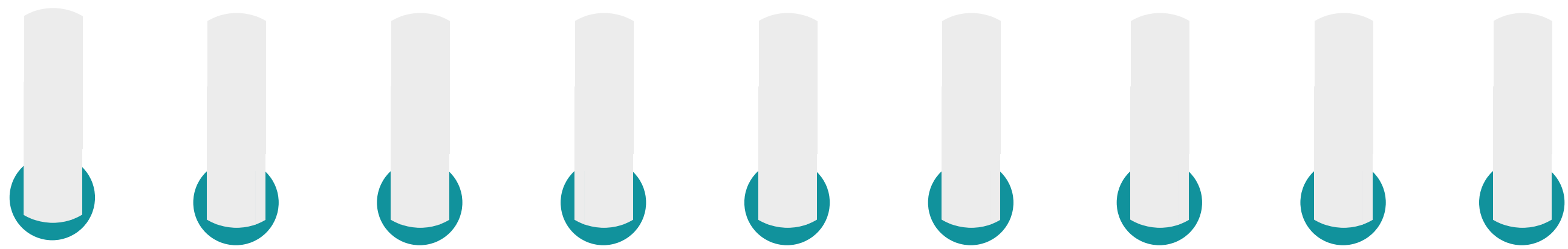


# Step 1: Write Down Your Goals

## TIP:

Get a Personal Notebook/GOAL TRACKER that is dedicated to only Your goals and Your Dreams. You should write nothing else in this Notebook/GOAL TRACKER unless it is plans related to achieving the Goal. Ensure the Book is one that motivates you to want to use it.

For example, My GOAL TRACKER that I am currently using to focus on and track my **Medium term to Long term dreams and goals** has my inspirational stickers placed in special places throughout my book. Each time I see this I get even more “Pumped” to get **MOVING!**



## Step 2: Visualize Your Goals

### 2. Visualize Your Goals

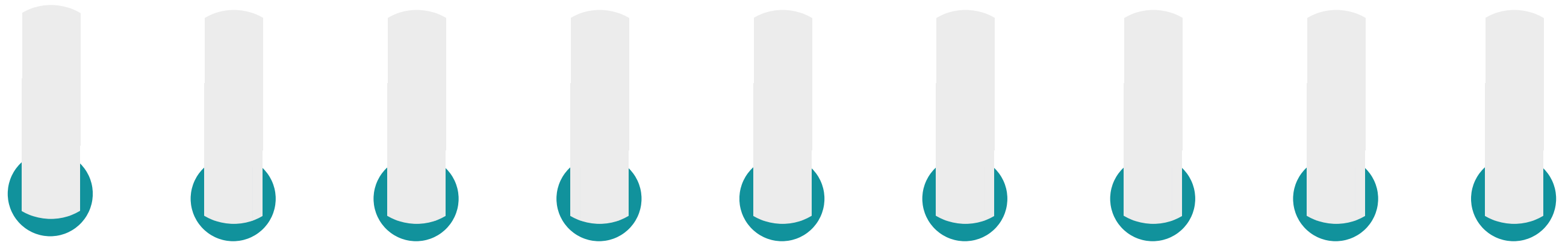
a. When you have an idea or a Goal, can you visualize what it will look like when you accomplish it? Can you see exactly what you want to accomplish? Can you see the first phase of how the Plan will come together to achieve that goal?

Visualizing our goals makes it very clear to us or helps us to become clearer about what we want to achieve. Join in on making a **vision board** for your Goal – whether personal or for your business idea. (You can cut pieces of pictures of your goal and make a very visible chart for you to always look at and be reminded of YOUR GOAL);

**BUT AFTER YOU DO YOUR VISION BOARD, YOU THEN NEED A SELF-HELP TOOL/GOAL TRACKER WORKBOOK TO MOVE YOU TO ACTION!**

You can also write your Goal in BOLD Letters on a nicely designed Scrap Paper and keep it in a place that you will always pass in your house.

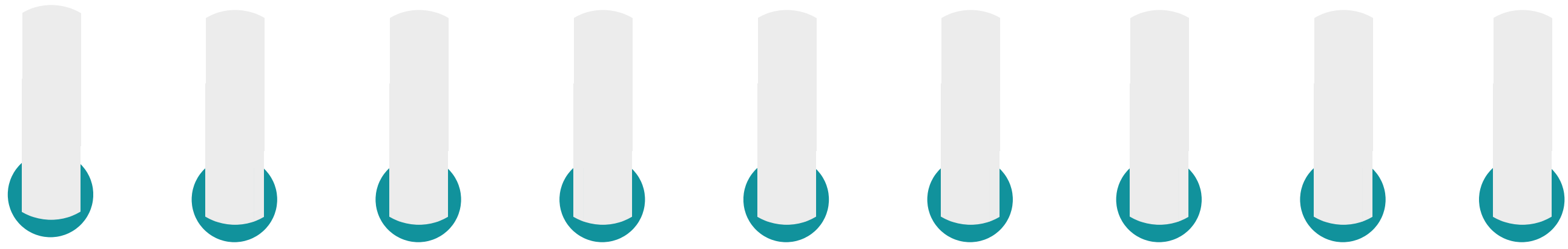




## **Step 3: BREAK UP YOUR GOAL INTO BITE SIZE PIECES**

### **3. BREAK UP YOUR GOAL INTO BITE SIZE PIECES**

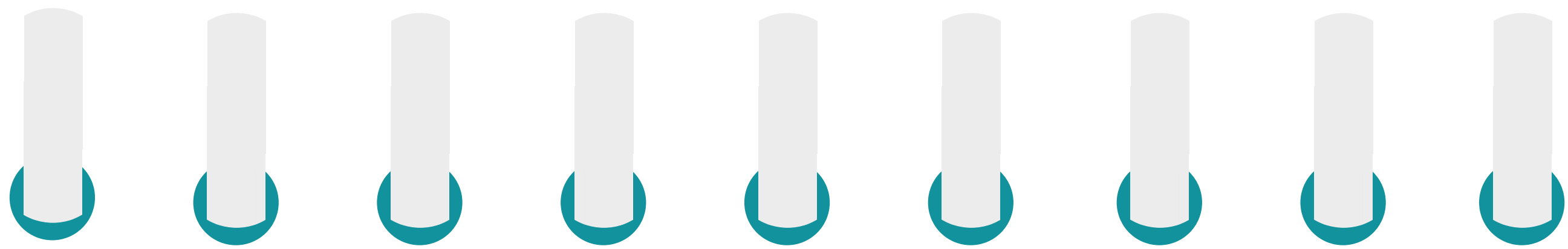
- a. Breaking up your Goal into small manageable pieces or sections will make it seem more achievable and not a very BIG TASK that you become fearful of working towards
- b. Try to Break up Your Goal into four (4) Sections; Example, if your BIG Goal is to Be a Real Estate Agent, you could set your steps as follows:
  - i. Identify what type of Real Estate you want to sell? Is it only one type or all types of Real Estate? What are you most excited to Sell?
  - ii. Get Certified in Selling Real Estate (Complete Course, Get a Mentor)
  - iii. Identify and List Your Ideal Clients? Who do you want to Sell to? In which Area or locations will you be targeting to sell/Rent Real Estate?
  - iv. Build your Portfolio of Real Estate – to match your clients that you will be targeting; Categorize this listing so you know what you have to offer to your clients



## **Step 4: SET TIMELINES FOR YOUR GOALS**

### **4. SET TIMELINES FOR YOUR GOALS**

- a. Everything needs a beginning and an end. When will your goal plan start and when will it end?
- b. Nothing happens successfully without a supportive plan with dedicated timelines. Setting Timelines and Deadlines keeps you accountable in achieving your dreams and goals. If you don't know how to set timelines, which can be difficult for some persons, ask for assistance from a reputable person
- c. Ensure you schedule your timelines and work towards them; This stage may be difficult for most persons – when they are executing – towards meeting that goal. MY GOAL TRACKER can assist you with building this muscle and FOCUS to get it done!



## **Step 5: TAKE MASSIVE ACTION!**

### **5. TAKE MASSIVE ACTION...AKA - START!**

Many times we keep planning and planning and planning and nothing gets done. Then we watch what others are doing and daydream and wish that was us.

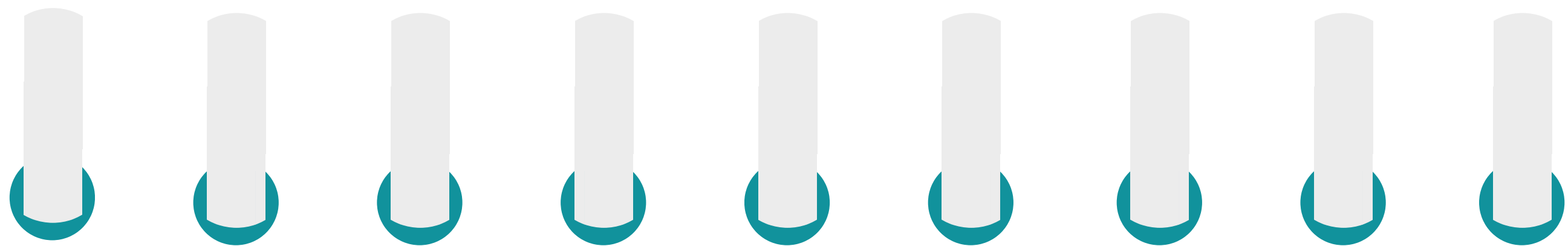
But yes, it can be You! But work towards your own dreams and goals. Massive Actions may mean some great sacrifice. Here are a few steps in how you can get started:

- a) Buy yourself that 1 notebook/GOAL TRACKER in which you plan your work towards your goal every week and month
- b) Spend 2 weeks and all you do in that 2 weeks is FOCUS on what you want to do and plan out your ACTION PLAN and document it.
- c) Get an Accountability Partner - Tell someone that you are working towards your goal and you need them to check up on you in 2 weeks to see what you have done so far.
- d) Do not tell yourself you are waiting on Perfection or the right time! When is that? Remember you can make changes to your goals along the way. Remember also where the first telephone and computer is coming from? Not what it is today. So dont worry. Your Plan will come together as you take baby steps along the way.

Ensure you schedule your timelines and work towards them; This stage may be difficult for most persons – when they are executing – towards meeting that goal. **MY GOAL TRACKER** can assist you with building this muscle and FOCUS to get it done!

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## **BONUS STEP: PRACTISE YOUR VICTORY DANCE!**

### **6. PRACTISE YOUR VICTORY DANCE**

a. Get Ready for Success! Practise Your Victory Dance and get excited about achieving your goals. This is a huge step and you must look forward to something at the end of achieving your goal.

If you would like to get more information or support with executing on your goals or plans, we would be more than happy to assist you @mygoaltracker. There are many ways to skin a cat!

Visit our Profile @mygoaltracker on Instagram and click on the Link in BIO to get more information Or visit <https://goaltrackersuccessclub.com/>





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