

Personal Goal and Action Plan

Be very clear about what you intend to do

Write your personal goal in one or two sentences:

- What actions are you going to take? How much? How often? Be very specific.
- When will you start? When will you review your progress to see if this goal is the right one for you?

Write down all the things that you will need to do in order to achieve your personal goal (use only as many lines as you need)

To create your action plan, consider the following:

- What are all of the things you need to do to achieve your aims?
- How will you remember to do these things?
- What might get in the way of carrying out your actions? What can you do to overcome this?
- What is your back-up plan if some of your strategies do not work?
- How do you need to be thinking to maximise your chances of doing what you plan to do?
- What do you need to do to increase your confidence in achieving your personal goal?
- Who or what else can support your efforts?

Tick when achieved

<input type="checkbox"/>	_____
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Check your motivation and confidence

Considering everything else taking your time right now,
 how **important** is it for you to do what is needed to achieve your personal goal?

(Not at all important) 0.....1.....2.....3.....4.....5.....6.....7.....8.....9.....10 (Extremely important)

How **confident** are you that you **will** achieve this personal goal?

(Not at all confident) 0.....1.....2.....3.....4.....5.....6.....7.....8.....9.....10 (Extremely confident)