



Priorities and Goals

Writing down your priorities and goals is important, but even more important is to remember to refer to them often. This helps you stay focused and on track. It also allows you to update and adjust your "plan of action" if needed.

List your top 5 priorities

1.

2.

3.

4.

5.



Long, Mid and Short-term Goals

Setting your goals using the SMART method results in goals that become the basis for your personal map to success.

-  *pecific*
-  *asurable*
-  *ttainable*
-  *ealistic*
-  *ime-framed*



6 months from now - Long-term goals

1.
2.
3.
4.
5.



3 months from now - Mid-term goals

1.

2.

3.

4.

5.

1 month from now - Short-term goals

1.

2.

3.

4.

5.