

# Goal Worksheet



<b>Title of Goal</b>	Landing my next book project <b>(Example)</b>
<b>SMART Goal Statement/Specifics</b> (Include measurements, date, and/or specific time frame)	I will contact (either by regular mail, e-mail or by phone) 2-3 non-fiction publishers each week in order to introduce myself and develop a relationship so that they will contact me when a project becomes available. Making contacts within the industry will get me connected and increase my chances of achieving my goal.
<b>Potential Obstacles</b> <ol style="list-style-type: none"> <li>1. What is holding me back?</li> <li>2. Who do I have to be?</li> <li>3. What do I have to sacrifice?</li> <li>4. What am I honoring?</li> <li>5. What have I been resisting?</li> <li>6. What will get me back on track when I slide?</li> </ol>	What has been holding me back is my ongoing search for a new position or combination of jobs that will provide a steady income base. I don't think I can continue to put my life on hold any longer, waiting for everything to fall into place, job-wise. With two books under my belt I'm doing a disservice to myself if I don't start reaching out to publishers and making myself available. If I get off track, I will reach out to my accountability partner.
<b>Date/Time Frame to be accomplished by</b>	January 1 - May 1
<b>Accountability Partner - Who?</b>	Laura Menze
<b>How do you want to be held accountable?</b>	-Contact me only on my due date requiring a reply from me as to whether or not I have achieved my goal -Contact me weekly requesting a progress report until my goal due date -Contact me monthly requesting a progress report until my goal due date
<b>What should your accountability partner do if you get off track?</b>	-Contact me and remind me why this goal is so important to me (provide a list to your partner). -Contact me and give me a stern talking/reality check. -(Something specific to the goal)
<b>What does your accountability partner need to do if you do not meet your goal?</b>	-Contact me every day until I've achieved my goal -Contact me every week until I've achieved my goal -Make me send an e-mail to all of my friends and family letting them know that I have not followed through on achieving my goal -Make me write a check for \$100 to my favorite charity
<b>How do you want to celebrate your Accomplishment?</b>	- A night of painting the town in Chicago with my friends

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<b>Potential Obstacles</b> <ol style="list-style-type: none"> <li>7. What is holding me back?</li> <li>8. Who do I have to be?</li> <li>9. What do I have to sacrifice?</li> <li>10. What am I honoring?</li> <li>11. What have I been resisting?</li> <li>12. What will get me back on track when I slide?</li> </ol>	
<b>Date/Time Frame to be accomplished by</b>	
<b>Accountability Partner - Who?</b>	
<b>How do you want to be held accountable?</b>	
<b>What should your accountability partner do if you get off track?</b>	
<b>What does your accountability partner need to do if you do not meet your goal?</b>	
<b>How do you want to celebrate your Accomplishment?</b>	