

Name: \_\_\_\_\_  
Class: \_\_\_\_\_  
Period: \_\_\_\_\_  
Date: \_\_\_\_\_

# PERSONAL GOAL-SETTING WORKSHEET

**Long-Term Goals** (10 years):

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**Short-Term Goals** (five years):

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**Immediate Goals** (six months to one year):

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***What's Most Important?***

List your three most important goals:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

***What Could Get in My Way?***

List some obstacles to accomplishing your goals:

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***What Actions Do I Take to Meet My Goals?***

What resources will you need? \_\_\_\_\_

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How can you overcome obstacles? \_\_\_\_\_

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***Who Can Help Me?***

List family members, friends and coworkers who can help you meet your goals:

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***When Do I Start?***

Write down a kickoff date for taking action. Indicate when you hope to accomplish the goal:

| Start Date | End Date |
|------------|----------|
| _____      | _____    |
| _____      | _____    |
| _____      | _____    |
| _____      | _____    |

**My Career Goals** • job(s) would you want • learn a new skill for a job:

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**My Financial Goals** • earn a certain amount of money in a specified time program • set up an investment • Save a certain amount per week/per month :

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**My Educational Goals** • earn credits toward a degree (GTI?) • take certain classes • Colleges/University requirements • ork on certain classes:

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**My Health and Fitness Goals** • work out three or four times a week • have an annual checkup • join a health club/class/extracurricular • eat nutritious food:

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**My Community Goals** • volunteer with a scouting group, at a hospital or a similar organization:

\_\_\_\_\_

\_\_\_\_\_

**My Personal Goals** • work to become less anxious, jealous or insecure • meet new people; make new friends:

\_\_\_\_\_

\_\_\_\_\_

**My Leisure Goals** • relax more • make time for a hobby • plan an activity • go to a baseball game:

\_\_\_\_\_

\_\_\_\_\_

After you complete this exercise, save it to your dropbox and post it on Canvas under the assignment "Goal Setting Worksheet". Spend at least 10 minutes each morning planning how to translate your long-range goals into action steps. When you make a regular habit of reviewing your goals, you'll be better able to achieve them.

Goal-setting is a powerful exercise. When you write down your plans, they have a way of becoming reality. This goal-setting worksheet will help you define what's important to you.