To help you clarify what you want to achieve during the Workshops Done program, please use this document as a worksheet to write your goals. This is an optional activity; if you do this exercise, please post your goals in our members-only Facebook group when complete to help with accountability.

When we set effective and active goals, we achieve more and have faster results. When you write down goals, they provide focus, enhance productivity, bolster self-esteem, and increase commitment. When setting a goal, clearly outline the series of steps for achieving it to stay on track. Break down your goals into smaller bite-sized pieces to help reduce any anxiety or overwhelm about achieving these goals.

Make your goals S.M.A.R.T. – Specific, Measurable, Attainable, Realistic, and Timely. With practice, you will find that you can achieve more than you thought you could. Workshops Done is a beautiful place to believe in other coaches, and to ask for support from others, we are all the ripple effect of changing the health of the world. Together, we can all do it!

You will get results when you take action and participate in these goals. The most important part is to do it; the key to success is action. Remember that failure teaches us what works and what does not work, it is a necessary step towards success. The key is to stay the course and get out of your own way; everything we are searching for is on the other side of fear. Set clear priorities and focus on your most important task each day. When you accomplish big tasks, you feel like a winner. You have a surge of enthusiasm, higher self-esteem, more creative, confident and powerful – you may feel a high from all of the endorphins.

Make the decision to be a successful health coach, be disciplined and determined to achieve your goals.

Working toward your goals is a continually evolving process that will involve some changes to your goals. I recommend blocking off time each week to evaluate your progress to hold yourself accountable. It may be helpful to schedule a weekly 30-minute check-in with yourself. Checking in with yourself will be an ongoing practice until you make a habit of making clear priorities and over-coming any procrastination and negative beliefs. Resolve to do something every day to you towards your goals, maybe a certain number of minutes to review Workshops Done materials every day.

What do you want to get done in this lifetime? Visualize your business and your life, one month, two months, three and six months from now, a year, five years and even ten years from now. Connect to your soul and listen to your intuition the direction for your business. See yourself as an action-oriented successful health coach and wellness educator. You are free to create whatever you want in this world. Listen to your heart and soul with action for your business. Set deadlines to create urgency. The more specific you are, the easier it is to plan and better results. This is your life; make it happen!

Say to yourself what you want to happen in the present moment.

I earn \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ a year from my health coaching business.

I give \_\_\_\_\_\_\_\_\_wellness workshops per year.

I have \_\_\_\_\_\_\_\_\_ private health coaching clients.

I love what I do and do what I love!

Have fun imagining being the best version of you and a successful health coach! I am excited to coach you on your journey to achieve your goals.

**Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Short-Term Goals (target date could be in 2-4 weeks)**

**Target Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. **Please delete the text from 1-3 and add your own goals here.** Add any support you may need to accomplish your goals. Be detailed to list everything you need to accomplish this goal and write precisely when you will work on this goal — Mark the days and times in your calendar.
2. Example: Be all in for the Workshops Done course and stay current with all assignments. Will work on the workshop business development for 30-minutes each day from 12-12:30 am Monday – Saturday.
3. Example: Contact \_\_\_\_\_ venues/ prospects to give workshops.

**Mid-Way Goals (target date should be a little over half-way in the program)**

**Target Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. Example: Contact \_\_\_\_\_ venues/ prospects to give workshops. Follow up with prospects every 10-days.
2. Add
3. Add

**Final Goals (target date could be at the end of the Workshops Done Immersion Program or date beyond the program)**

**Target Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. Example: Give \_\_\_\_\_\_ wellness workshops.
2. Example: Hire a virtual assistant to do \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.
3. Add

**Optional Exercise**

What does your future hold? What do you really want to get done in this lifetime? You are the only one that can make your dream into a reality. You may want to do this in a journal or use the space below.

What does your business and life look like six-months from now?

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Age: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What does your business and life look like a year from now?

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Age: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What does your business and life look like five years from now?

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Age: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What does your business and life look like ten years from now?

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Age: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**This is your life. You are the only one that can make these goals happen!**