

Goal Worksheet

Title of Goal	Landing my next book project (Example)
SMART Goal Statement/Specifics (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.
Potential Obstacles <ol style="list-style-type: none"> 1. What is holding me back? 2. Who do I have to be? 3. What do I have to sacrifice? 4. What am I honoring? 5. What have I been resisting? 6. What will get me back on track when I slide? 	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.
Date/Time Frame to be accomplished by	January 1 - May 1
Accountability Partner - Who?	Laura Menze
How do you want to be held accountable?	<ul style="list-style-type: none"> -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
What should your accountability partner do if you get off track?	<ul style="list-style-type: none"> -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)
What does your accountability partner need to do if you do not meet your goal?	<ul style="list-style-type: none"> - Remind me why this goal is important to me - Contact me every day (or week) until I've achieved my goal -Make me write a check for \$100 to my favorite charity
How do you want to celebrate your Accomplishment?	- A nice meal with a good friend where we toast my accomplishment.

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