

Life By Design Goal Setting Template

The **Life By Design Goal Setting Template** is your step-by-step guide to turning big dreams into action. Whether you're planning for the next month, six months, or a year, this template will help you to start mapping out your vision to create your life by design.

1. Define the vision – what is the End Goal?

- a. What are the goals you want to achieve? Be as specific as possible / quantify it
- b. What is your timeframe for completing this goal?
- c. What are the KPIs (key performance indicators) to help you assess whether you are on track with each goal?

2. Connect with the goal(s)

- a. Why does this goal matter to you?
- b. How are you going to feel when you have achieved these goals?

3. The inner work

Achieving your goals requires “inner” work as much as it does the external and actions...

- a. How are you going to measure the success of the goals?
- b. How do these goals align to your values, bigger goals and life by design?
- c. What limiting beliefs might hold you back from achieving this goal?
- d. What is the mindset, attitude and identity that is going to help you achieve this?

4. The Action Plan

Break down the goals into smaller, actionable steps. Use the process of “reverse engineering this” i.e. working backwards. *E.g if you know you want to achieve X in the next 3 months, what has to happen by the end of month 3, month 2 etc...*

Complete the table (add as many milestone dates as you need).

If you have different / distinct goals, create a table for each one

Goal one:.....

By (date)	Will have achieved / actions to take

Goal two:.....

By (date)	Will have achieved / actions to take

5. What are the milestones along the way?

6. How will you celebrate small wins along the way?

7. Planning the Pitfalls

One of the time management tactics I created was “Planning your Pitfalls”. Life isn't perfect and things don't always go as smoothly as we want, plus there is often something that will ‘get in the way’.

- a. What could get in the way of your success?
- b. Being mindful of these, what do you need? *E.g. accountability, a tracker, to put in damage control, assert boundaries.*

8. Getting out of your own way

We can be our own worst enemy – what kind of ways could you trip yourself up on your journey to smashing your goals? And how can you get “out of your own way”?

Well done for completing your Life By Design Goal Setting Template. Let's go smash it!
Alice x

P.S I would love to help you on your journey!

I hope that this template has been valuable and I would love to hear how you have got on with it. What are your key takeaways from this?

I would also love to invite you to work together! Here are the three main ways I can support you depending on your budget and level of support you and your dreams need!

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