

Goal: I want \_\_\_\_\_

\_\_\_\_\_ By this date: \_\_\_\_\_

I'll know I have achieved it because I will notice these things are different: \_\_\_\_\_

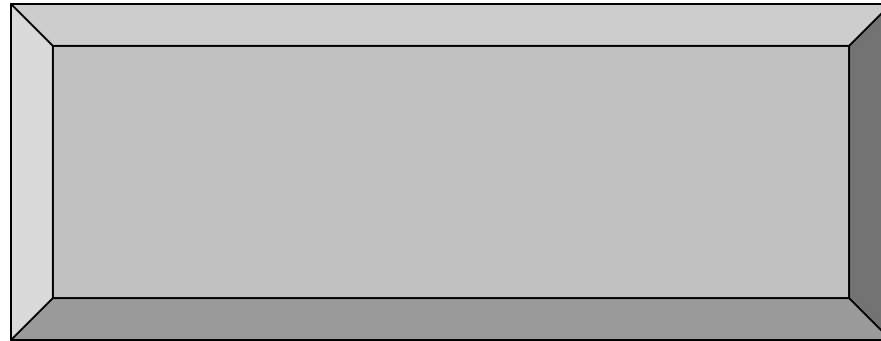
\_\_\_\_\_

To achieve this goal, these are all the things I will need to do:

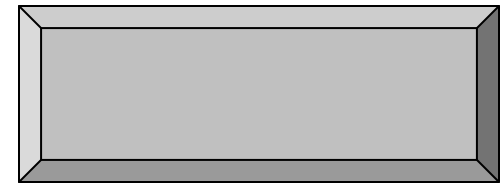
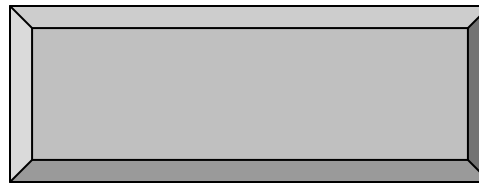
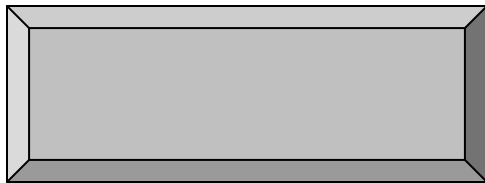
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Looking over this list, circle those things that will move you closest to achieving your goal.





On the next 5 sheets, I have given you space to write down the tasks that you circled. If you have more than 5, you can copy these sheets. If, as you complete this assignment, you realize there are other bigger tasks that need to get done, write those in the bigger box on another blank page and continue the exercise.



From your circled items on the previous page, choose the one that is the most important to get done first. Write it in the box above.



Using your list from the previous page, write in the boxes above and below those things you will need to do in order to get the most important item above completed. If other ideas occur to you, write those down too.



*From your circled items on the first page, choose the one that is the second-most important to get done next. Write it in the box above.*



*Using your list from the previous page, write in the boxes above and below those things you will need to do in order to get the second-most important item above completed. If other ideas occur to you, write those down too.*

*From your circled items on the first page, choose the one that is the third-most important to get done next. Write it in the box above.*



*Using your list from the previous page, write in the boxes above and below those things you will need to do in order to get the third-most important item above completed. If other ideas occur to you, write those down too.*

*From your circled items on the first page, choose the one that is the fourth-most important to get done next. Write it in the box above.*



*Using your list from the previous page, write in the boxes above and below those things you will need to do in order to get the fourth-most important item above completed. If other ideas occur to you, write those down too.*

*From your circled items on the first page, choose the one that is the fifth-most important to get done next. Write it in the box above.*



*Using your list from the previous page, write in the boxes above and below those things you will need to do in order to get the fifth-most important item above completed. If other ideas occur to you, write those down too.*