



# ACTION PLANNING

Everybody has a goal that they want to achieve in life. It may be related to a hobby, health related or even their dream job.

What are your goals?

### Specific

Ensure your goal is clear and understandable.

### Measurable

How will you measure the progress of achieving your goal?

### Achievable

Is your goal realistic? What will you need to help you along the way?

### Relevant

Is it important to you? How will it help you?

### Time

How long will it take for you to achieve your goal? Is there an end date to review your progress?

