



SUCCESS Blue Print

A FIVES guide to effective goal setting

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“People who succeed have goals, and people who have goals succeed”

THE FIVE DEADLY SINS OF GOAL SETTING

Most people fail to achieve their goals because of the following reasons:

1. Not writing goals down

“Out of sight, out of mind” is the best way to explain why goals and the supporting action plans need to be put in writing. This is also the reason that new-years resolutions don’t work – they are rarely written down.

2. Being unrealistic

Just because you’ve written down a goal doesn’t mean it is just going to magically happen. You need to take action to achieve your goals, and the only way you’ll be able to get there is if the goals are realistic in the first place. The key is to avoid taking on too much at once – remember how to eat that elephant? Break your goals down to the lowest common denominator & over a shorter time frame. Most people tend to overestimate what they can achieve in 12 months but underestimate what they can achieve in 3 years.

3. Not having clear motivations

Goals must be personal and meaningful otherwise you’ll have no reason to achieve them. In other words, the “Why” is more important than the “What”. If you can’t list 50 reasons why you want to achieve a goal, then chances are - you won’t!

4. Not taking action

Having a flawless plan aimed at getting you to that dream destination is not worth the paper it’s written on if it just sits in your draw – you must act on your plan! Share and declare your goals to the people around you and let your environment hold you accountable. Action is the antidote to Fear. Embrace the NIKE principle and JUST DO IT!

5. Losing Focus

Achieving goals requires consistent focus. Sometimes your energy may be low or life will throw you a curve ball causing you to lose focus. As Stephen Covey says – *begin with the end in mind*. Ensure you have a clear vision of achieving your goal – this will help you to be able to refocus quickly should the need arise. Display your goals somewhere where you will see them every day. Better still – create a vision board and enlist the vast power of your unconscious mind. Your emotional brain communicates in sound and imagery. To improve attention “stick-ability” use pictures, affirmations and color, to bring your goals to life.



ACTIVITY

Now, I want you to think about your life & achievement's to date. Have you had ambitions in the past that you haven't achieved? Have you tried and failed at goal setting before? After reading the above reasons for goal setting failure, complete the following sentences:

I haven't achieved my goals in the past, because.....

I have achieved some of my goals because.....

Not all goals are created equal. I recommend working with a maximum of five goals, in different life areas, at any one time. Goals can be chunked into three different classifications:

- **Dreams with deadlines** – your end destination as defined by your vision for your life e.g. *Financially Free Before 50*. These goals are not achievable in one simple step – there is a much longer journey involved.
- **Stepping-stone goals** – these are the series of goals that will take you towards your dream destination. e.g. *Investment property secured by Xmas*.
- **Bite size goals** – stepping stone goals may need to be broken down into bite-size chunks to make them more manageable e.g. An accurate budget in effect by July 1.

HOW TO SET GOALS IN FIVE EASY STEPS:

Step 1: See the 'Big-Picture' first

Step 2: Determine what you really want

Step 3: Smarten up your Goals

Step 4: Prepare a Plan of Attack

Step 5: Follow through

1. SEE THE BIG PICTURE FIRST

Align your goals towards something much bigger - your vision of what you would like to contribute to the planet. **If you were a business your big picture would be your vision or mission statement.** Ask yourself: How/What is it that you would like to be remembered for? What specifically would you like to leave behind as your legacy to humanity? For example; To inspire others to live healthy active lives; could be a great vision, and "By June 2013 I have opened my first wellness center" could be a specific goal in complete alignment with the vision.

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Prepare your tomb stone inscription or draft up an obituary for yourself – this will help you work out what's really important to you as it calls you to reflect on what you want to have achieved in your life-time (giving you a much greater perspective).

2. DETERMINE WHAT YOU REALLY WANT

It's important that all your goals be in harmony with each other. Having goals that conflict and pull you in different directions spells disaster. Begin by creating a wish-list for each of the key life areas (that when balanced equate to a sense of personal fulfillment & happiness). This is the chance for you to dream big and to capture what your perfect life would look like in each of the following five domains: **Career, Relationships, Health, Finances & Personal Growth.**

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Create a comprehensive mind map of your perfect life. Map out the specific things you don't like about your life in each area as it is currently; What you want to happen/have; What you will see & feel when you do achieve your perfect life? What this will mean to you?

Your wish list tells you WHAT you want to have. But are you the person you need to be in order to have it? For instance, it's easy to set a goal to make a million dollars in 5 years, but to achieve that goal you will need to DO certain things. There may be new habits that you need to cultivate. You need to take inventory of your strengths in order to be able to build on them and be aware of, and manage, your weaknesses.

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Identify your strengths and weaknesses. Make a list of the things you know you are already good at that have supported you so far, and another list of the things that are really not your forte. If you don't know what your strengths and weaknesses are - ask your friends and colleagues for help (often others can point out our 'blind spots'). If you were a business this would be your SWOT analysis

The world belongs to those who think and act, who keep a finger on its pulse.

Thomas H Huxley



The real voyage of discovery consists not in seeking new landscapes, but in having new eyes

Marcel Proust

3. SMARTEN UP YOUR GOALS

SMART is a commonly used acronym used for the essential elements of effective goals. Set yourself up for success by ensuring your goals are written down and that you can answer YES to the following:

- S** Specific – does it have a single clear focus?
- M** Measurable – can you easily see/monitor progress?
- A** Attractive – does it inspire you?
- R** Realistic – is it within your capabilities & control?
- T** Time-bound – do you have a clear deadline?



4. PREPARE A PLAN OF ATTACK

My favorite riddle: If there are five frogs on a lily pad and one decides to jump off – how many frogs are left on the lily pad? There are still five because deciding and actually jumping are two very different processes. Once you have decided on your goals, the next step is to ensure commitment to the process (jump).

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Break your big, long-term goals down into monthly and weekly strategic steps. Then prioritize your actions with a daily 'to do' list, but be realistic. This will provide you with an ongoing sense of achievement. It will also give you a safety net ensuring you 'jump' at the appropriate time & land safely.

All the planning in the world alone will not get you results it's taking action that really counts. This takes courage, which may be the most important ingredient of all. It takes courage to go for a goal when there are no guarantees of success.



COMMITMENT + DOUBT + ACTION = THE COURAGE TO JUMP

5. FOLLOW THROUGH

Take at least one specific action each day towards your goal, however small. Make a call; go for a run; compile a list; regular small steps forward soon add up to a big step completed. Celebrating each completed step along the way, will keep you motivated to continue.

Doing easy things first is a great way to avoid procrastination, so is enlisting the support of an accountability partner or coach. I believe we all need someone in life who will challenge & stretch us to be/do more.

Lastly, review & monitor your progress each month; this will ensure that you make the necessary adjustments along the way. Remember there is no failure – only feedback. Keep following through until you succeed and above all - enjoy the journey ☺

If you have enjoyed this workbook please visit our website to find more resources or check out our blog: www.inspirAction.com.au

*“It is more important to know where you are
going than to get there quickly.
Do not mistake activity for achievement“*

Mabel Newcome

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