Seven Steps of Goal Setting

1. Identify Goal—Write them down

2. Set a Deadline—Put a date on when you will complete your goal

3. List Obstacles—What obstacles do you need to address?

4. Identify Groups/People—Identify groups or people you need to work with

5. List Skills—List skills you need in order to reach your goal

6. Plan of Action—Develop a plan of action

7. Benefits—You need to ask yourself “What’s in it for me?”
Personal Evaluation

**Physical**
- Appearance
- Medical Checkup
- Exercise Program
- Weight Control
- Nutrition

**Spiritual**
- Inner Peace
- Sense of Purpose
- Prayer
- Religious Studies

**Family**
- Listening Habits
- Forgiving Attitude
- Good Role Model
- Time Together
- Supportive of Others
- Respectful
- Loving

**Mental**
- Imagination
- Attitude
- Reading
- Continue Education
- Curiosity

**Financial**
- Earnings
- Savings
- Investments
- Budget
- Adequate Insurance
- Charge Accounts

**Career**
- Job Satisfaction
- Effectiveness
- Job Training
- Job Purpose
- Understanding
- Competency

**Social**
- Humor
- Listening Habits
- Self-Confidence
- Manners
- Caring