

Set goals, and write them down. Set goals which are specific and that you think can really be reached. Write them down in the chart below.

Tips:

- Break up goals into short-term (things that can be done quickly) and long-term (things that will take a long time) goals.
- Decide on a time when the goal will be met.
- Think about a reward you will give yourself once you have met your goal.
- Instead of waiting for large blocks of time, use short amounts of time to start a task or keep it moving.

My List of Goals	When I Will Accomplish Them	Reward For Accomplishing Them
Short Term		
1.)		
2.)		
3.)		
4.)		
5.)		
Long Term		
1.)		
2.)		
3.)		
4.)		
5.)		