

## Planning My Successful Year

You don't go on a road trip not knowing where you are going, do you? No! You have a destination mapped out with a distance in mind, how long it will take to get there and, what the marker will be when you are halfway there.

You look ahead to see a few hours in you will need lunch, that you will need at least 3 bottles of water to make the whole trip, and you will need to stop for gas 2 or 3 times. You have a place to stay already planned when you arrive.

Look ahead to your destination. Think about the day you will achieve your goal for this year. Make it a good one. Make it something you would be pleased as punch to accomplish. This is your dream destination. Go big or go home!

# My Big Goal is:

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Break that big goal into 12 little goal. These goals should be things that need to be done in an order to accomplish your goal.

It is sometimes easiest to work this backwards rather than forwards.

Some goals can even be broken into 12 equal parts – though I find that most require planning time, growth time, and action time.

Keep these phases in mind and fill out the next section.

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## Breaking It Into Manageable Pieces

The 12 goals are now going to be your monthly goals. Think of them as the “big steps” you need to take to get to your Big Goal.

Now you need to break those goals down into “little steps.” Four of them to be precise.

This will give you one task (or group of tasks) to accomplish each week.

Yes, I know there are some months with five weeks, but that is why we are using a chart for each month instead of a calendar. This way, you can use those extra weeks to catch up or take time off to recharge.

On the next page, **fill in your 12 goals into the top square of each month.**

Break each of those goals into four smaller pieces, one to do each week of that month.

These things can be uniform tasks like doing something evenly four times, or it can be 4 steps necessary to complete the “big step” by the end of the month. It may even only take you 3 manageable steps to accomplish your “big step,” and you can use the extra time to get ahead.

**Write your 4 “little steps” into the 4 boxes on each month.**

**January**


**July**


**February**


**August**


**March**


**September**


**April**


**October**


**May**


**November**


**June**


**December**


Use this box for notes, math, doodles, brainstorming, and all the other things necessary in the creative process.

