



The Everyday Marksman

Goal Setting Worksheet

Use this worksheet for the goal-setter exercise. Use one sheet per goal, and print as many sheets as you need for planning.

Step 1: Define the goal

Use this space to write down your goal. Remember to use C-B-R format, which stands for *condition, behavior, and standard*. How will you measure your goal, and under what conditions will this measurement take place?

My goal is: _____

Step 2: Set a time limit

What's the deadline for this goal? You must set a deadline, or else you will never feel time pressure to get it done.

My deadline is: _____

Step 3: List your personal payoff for this goal

Your goal should be important enough to you that you're willing to trade your lifestyle for it. There will be resistance to achieving your goal, and if this outcome isn't more important to you than the things that might hold you back, you will not achieve it.

When I reach this goal, I will have: _____

Step 4: List the hazards and countermeasures

In the left box, list off the things that might hold you back from reaching your goal. This might be time, money, social commitments, or anything else. Write it down. In the right box, plan 1 or 2 ways to counter each item you listed in the left box.

Step 5: Pick intermediate goals that work you towards the final goal. Repeat this process for each one.