

## THINK BEFORE YOU ACT

### TAKE THESE STEPS BEFORE YOU EMBARK ON A LIFE CHANGING GOAL:

**1) Set a reasonable length of time for achieving the goal.** Unless you are already skilled as a change-maker, it is better to tackle a goal for one month's duration. If the goal is too big, then break it into bite sized pieces that can be distributed over a few months time. Hold your self accountable to just the first month's goal, until it is achieved, then move on to the next.

**2) Establish a tangible reward for success.** If this goal is really important to you, it's a good ideal to establish a specific and meaningful reward that you will give to yourself when you achieve the goal. This needs to be something that you really want or the incentive won't work.

**3) Select a specific strategy.** This is the all important HOW to go from Point A to Point B that involves selecting a "way" or program for change. This isn't just any method, it's the one that is most likely to work for YOU, taking into account your personal situation, needs and interests. There isn't just one diet or fitness or job search program out there, and time must be spent in researching your best option.

**4) Allocate the capital resources necessary.** Change takes money, but this allocation is often neglected. No matter whether it involves shopping for healthier but very different foods than you are used to buying, or paying membership or program fees. an honest budget for change can go a long way towards goal achievement.

**5) Make time for change.** Most people are already too BUSY and have little time to accommodate additional activities, so something has got to give. The usual "To Do List" has to be shortened to make room for change. Every task consumes some our vital, but limited, reservoir of personal energy. The ENERGY required to adopt a new behavior can't be underestimated and is probably the single most important reason for goal failure. If this energy isn't allocated up-front, the pull of other demands will likely overwhelm any attempt at meaningful change.

**5) Consider the reactions of the people around you.** We all want to believe that the people around us want us to be our best, but in practice, family, friends and co-workers can pose serious obstacles to change. After all, they may be quite happy with you the way they are. For example, a co-worker may hinge a part of their daily happiness on enjoying a donut over the morning break with you, and this person just might feel uncomfortable when you say "no" to the donut and instead munch on a stick of string cheese. Your change can prove threatening to others, and you must anticipate and plan for how you can reinforce each person in your inner circle that you will still be the same person for them. Turn potential opposition into support, by letting them know how important they are to you, even if you may be changing some of your behaviors.

**6) Enlist the help of a cheerleader.** Identify one person in your network to talk with regularly - at least once a week - about how you're doing, including all the nitty gritty day- to- day pitfalls of change. There will always be set-backs, but with a supporter you can still see where you are being effective and use that as your motivation for moving forward. Ask them in advance of starting your change program for support, and in turn, offer your help to assist this person in the achievement of their resolution. Most people simply can't afford a life coach or psychologist to see them through the process. But while it is nice to have an expert, you really don't need one, as change-making is a fundamental human skill that we all are capable of developing.

Use the following pages to make and evaluate your goal, then record your progress toward this goal over time. You may wish to make extra copies of the Weekly Journal so that you can keep the process going until you achieve success.

— Barbara Bacigalupi

## DRAGONmedallion -- GOAL CONTRACT and PLANNER

*Write out your goal (limit yourself to only one goal at a time.)*

MY GOAL IS: \_\_\_\_\_

How will your life be better if you achieve this goal? \_\_\_\_\_

What do you risk, if you do not achieve this goal *Specify the worst case for both short and long term.*

MY SHORT TERM RISK IS: \_\_\_\_\_

MY LONG TERM RISK IS: \_\_\_\_\_

I commit to make this goal happen: \_\_\_\_\_

Sign your name on this line.

*Envision (conjure up an image of how you or your life will look (what you will do, who you will be with) after you achieve your goal. Make a mental association between this future vision of yourself with the image of the Dragon in your DRAGONmedallion.*

*Now, set up a reward (This is what you will do for yourself when you achieve your goal.)*

MY REWARD WILL BE: \_\_\_\_\_

Is this reward something you really want?  Yes  No

*If not go back and revise your reward so that it is something that will motivate you to perform on a daily basis.  
If possible, place a photo or other image of your reward next to your DRAGONmedallion*

HOW LONG DO YOU EXPECT IT WILL TAKE TO ACHIEVE THIS GOAL? \_\_\_\_\_

*Break down your goal into a simpler one that you can likely achieve in one month's time:*

MY MINI-GOALS *Make each as specific and measurable as you can.*

MONTH #1: \_\_\_\_\_

MONTH #2: \_\_\_\_\_

MONTH #3: \_\_\_\_\_

*If it will take you longer than 3 months to achieve your goal, go back and revise it.*

## DRAGONmedallion — GOAL ACHIEVEMENT STRATEGY

*In other words, how will you go from Point A, where you are today, to Point B, when your goal is achieved*

THE WAY I WILL REACH MY GOAL IS: \_\_\_\_\_

How sure are you that this method, activity, or technique will work? \_\_\_\_\_ Sure \_\_\_\_\_ Somewhat \_\_\_\_\_ Not Sure

*If you are less than sure, you need to do some homework and gather more information before proceeding with action.*

To make better sure that this way will work I will: \_\_\_\_\_

Do you have the necessary skills to implement the way you will achieve your goal \_\_\_ Yes \_\_\_ No \_\_\_ Not Sure

*If you cannot honestly say yes, you need to commit to learning the technique for achieving your goal.*

I will learn how to: \_\_\_\_\_

What about YOU might keep you from reaching your \_\_\_\_\_

*This might be a mind set an undesirable habit you have formed or even something you think is more important than your goal.*

I will overcome this by: \_\_\_\_\_

What in your time schedule is likely to keep you from making time? \_\_\_\_\_

*We all try to do too much in the course of a day, but new goal-driven activities take time and you need to make room for them.*

I will let go of this to make time for my goal: \_\_\_\_\_

What will it cost you in money to accomplish your goal? \_\_\_\_\_

*There may be the direct cost of participating in a program or a loss of income to allow you to achieve your goal>*

I will account for this financial commitment by: \_\_\_\_\_

Who will likely provide opposition to your goal achievement? \_\_\_\_\_

*The people around you may like you just the way you are and feel threatened by your proposed change.*

How will you turn this person(s) into your ally? \_\_\_\_\_

Who will likely be your best supporter in achieving your \_\_\_\_\_

*It's important to have someone on your team who you talk to frequently about your goal ad progress.*

How will you ask them to help you? \_\_\_\_\_

WEEK OF: \_\_\_\_\_

**MORNING**

**EVENING**

TODAY I WILL:

THIS IS WHAT HAPPENED:

DAY 1

DAY 2

DAY 3

DAY 4

DAY 5

DAY 6

DAY 7

MY CONCLUSIONS FOR THE WEEK: \_\_\_\_\_