

EFFECTIVE GOALS

This worksheet will help you edit your goals based on what we already know about effective goal setting. Try your best, and don't worry about them being perfect. Remember, this is a new skill that takes time and practice!

Step 1: Write down 3-5 goals you have identified in the first column. These may be new goals or goals already written down on Starting Goals or Balanced Goal Setting worksheets.

Step 2: Review your goals and put a star next to the goals that can be edited to be more effective.

Step 3: Use the columns to practice editing your goals as needed. Try to make your goals time limited, achievable, simple, and/or specific.

My Goals	Time Limited	Achievable	Simple	Specific
EXAMPLE: I want to learn to play piano.	I want to learn to play a song in the next month.	I want to learn new scales each week.	I want to attend piano lessons weekly.	I want to practice piano at home 3 times per week.