



JEFFREY A. ROGERS
**EXECUTIVE BUSINESS
COACHING** *A Jeff Rogers Coach, Inc.
Company*

Learn to set your managerial goals successfully. Follow these steps:

Please list 3 goals you want to achieve within the next year: Business goals, personal goals, relationship goals... whatever you wish.

1.

2.

3.

You will now take the time to make each of these goals SMART. This is an important acronym to memorize for goal setting because the more defined your goal is upfront, the better your chances of achieving it!

S – Specific (*focus on a single area/item and be clear*)

M – Measurable (*must be able to put numbers to this*)

A – Achievable (*create a plan for how you will achieve it*)

R – Result (*what is the result?*)

T – Time-based (*by when?*)

Goal #1 – SMART Style

Goal #2 – SMART Style

Goal #3 – SMART Style

What *additional knowledge* would help you to achieve this goal?

- 1.
- 2.
- 3.

Do you genuinely *believe* that you can achieve this goal? Why?

- 1.
- 2.
- 3.

What other empowering beliefs do you have *about achieving this goal* that will encourage you?

- 1.
- 2.
- 3.

Why is achieving this goal essential to you? For example, if you DON'T do it – *what might happen?* If you DO achieve it, *what might happen?*

1.

2.

3.

What is the **FIRST** *action* you need to take to achieve this goal?

What is the best way to *measure your progress* in achieving this goal?