

CREATE TOP-NOTCH TIMELINES

Reading about setting timelines is kind of like watching a workout video. You won't get results unless you take action and participate! Use this handout to help you map out timelines for your goals. Take it step by step. It's okay if it's messy at first; working toward your goals is a constantly evolving process which will involve writing, crossing out, and rewriting. The most important part is to do it!

Write down one specific goal that you have for your health. This could be related to nutrition, lifestyle, career, relationships, etc.

Define your goal

Define the steps

Break down your goal down into smaller, bite-sized pieces. Estimate how many hours you will need to complete each task. This is simply a guideline; you may need more or less than eight steps.

STEP

1

Hours _____

STEP

2

Hours _____

STEP

3

Hours _____

STEP

4

Hours _____

STEP

5

Hours _____

STEP

6

Hours _____

STEP

7

Hours _____

STEP

8

Hours _____

Total Hours _____

Goal Deadline _____