

Write Down Your Goals and Live Your Dreams

In this Online Companion, we provide you with worksheets on which to record your dreams and goals. While pondering the questions gives you crucial insight into yourself, there is a secondary benefit to filling in the answers. Writing down your dreams and goals makes you more likely to realize them.

When you write down your goals, you commit to them. The act of writing renders you accountable; it helps you visualize your dreams and is a first step to getting there.

THE STICK TO IT METHOD

All it takes is a single Post-It note to set the process in motion:

- Describe the goal.
- Write in present tense.
- Add a few details to make the goal come alive.
- Establish a deadline.

Stick your notes in places you will see them. You will be less likely to put off your dreams if you are faced with their building blocks daily. If you do choose a different path, just remove the note and make a new one.

THE PAPER TRAIL

You might want to try keeping a Goals Journal. List a goal on each page. Your goals can be personal and professional.

Once a week, record your progress. You won't want to let yourself down with inactivity.

- Set a variety of realistic goals.
- Choose goals that are right for you.
- Use positive language.
- Be specific.

As you add new goals to the Goals Journal, look back through the pages of goals you've already accomplished. This will fuel you with confidence to take on new challenges.

THE BROADCAST BOARD

Telling your goals to friends, family, and colleagues gives you another level of accountability. Use a dry-erase board or poster board to map out your goals.

- Divide large goals into smaller chunks.
- Set realistic deadlines.
- Add motivational quotes or clippings.
- Reward yourself.

Be sure to write your rewards on the Broadcast Board. Of course, realizing your dreams is inherently rewarding, but rewards give you added motivation. As a bonus, the people around you may take notice and want to “match” or participate in your rewards.

Whether you choose one of these methods or one of your own devising, the writing is on the wall: writing down your goals is the first step to achieving them.