



Taking Control Of Your Life Resource Pack

Six Steps For Success

Follow this action plan to get your goals planned and underway in less than a week, so you can change yourself for the better!

- 1) **Day 1:** Think about what long term achievement you would like to make. You might like to brainstorm your ideas. Remember to keep in mind what was discussed in the article. Ask these questions:
 - Is it something that I have control over?
 - Is my goal realistic?
- 2) **Day 2:** Think about some of the core steps you need to do to meet that goal. These can be quite broad for now, since you can add more information later. Ask these questions:
 - Is each step manageable?
 - Have I left enough time for relaxation and when things go wrong?
- 3) **Day 3:** Think about some of the main challenges you will face and how you will take to overcome these. Ask these questions:
 - Will my personal issues stop me from achieving this goal (e.g. anxiety, negative urges)?
 - Will other people interfere with my goal (e.g. by setting a bad example, peer pressure)?
- 4) **Day 4:** Think about how you will know when you have achieved your goal. You might like to think about how you will do this for each of the steps in #2. Ask these questions:
 - Will it be easy enough to measure the outcomes in this way?
 - Will this enable me to improve in the future?
- 5) **Day 5:** Plan in detail what steps you will take in the first month, when you will do each one and remember to include plenty of space for relaxation and reviewing. It can be tempting to try and do everything in the first month, but this will just stress you out, so try and achieve something small towards you goal without doing too much. Remember: As you get towards the end of the month you need to repeat this stage for the next one too. Ask these questions:
 - Am I loading too much into the first month?
 - Have I taken into account other things I know will happen in this month (e.g. going back to school)?
- 6) **Day 6:** Put everything together so you know exactly what you're going to do. Print out a copy of everything and keep it near you [Or put it



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somewhere memorable on your computer, such as your Desktop]. Now relax, you've earned it!