Setting Well Formed Goals

1. Think of something that you would like to *improve or change* either in your working or home life.

2. Briefly describe *what's happening now*.

3. Identify what you would *rather have;* state this in the positive and try to be specific, for example, *"I don't want to work such long hours"* would become, *"I want to have 2 hours to myself each day, between 7 – 9 pm."*

4. *When* will you achieve your goal by?

5. What *resources* will you require? Consider time, money, help from other people, objects etc.

6. How will you know you are *half way there* [to achieving your goal]?

7. When you have it, *imagine what it will it be like*. What will you:

   See: Hear: Feel:

8. How will you know when *you've got it*? What tangible evidence will there be?

9. What will the *consequences be* of attaining / not attaining your goal?