

Setting Goals using The SMARTTEST Method ©



My SMARTTEST Goal Planner

Name:

Date:



My SMARTEST Goal Planner

Use this workbook to transcribe what you wrote in the chapter “Constructing Your Goal”. This will guide you to write your goal in a way that is intentional and in present tense, as that will serve you best as you work on your goal.

S – Small & Specific

SMALL

My goal is.....
.....
.....
.....
.....
.....

This goal is small enough for me to get started right now because.....
.....
.....
.....
.....

This goal is part of my bigger goal, which is.....
.....
.....
.....
.....

SPECIFIC

I know I will have achieved this goal because;

I will see.....

I will hear.....

I will hold/touch.....

I will smell/taste (if applicable).....



M – Measurable & Manageable

MEASURABLE

The initial steps I need to take to make my goal happen include;

- 1.....
- 2.....
- 3.....
- 4.....
- 5.....
- 6.....
- 7.....

Each step will be a “Springboard” to the next step in the following way;

Step 1 will help me get to Step 2 because.....
.....

Step 2 will help me get to Step 3 because.....
.....

Step 3 will help me get to Step 4 because.....
.....

Step 4 will help me get to Step 5 because.....
.....

Step 5 will help me get to Step 6 because.....
.....

Step 6 will help me get to Step 7 because.....
.....



MEASURABLE (continued)

My current thoughts about taking each step are;

Step 1. My thoughts about this are.....
.....
.....

Step 2. My thoughts about this are.....
.....
.....

Step 3. My thoughts about this are.....
.....
.....

Step 4. My thoughts about this are.....
.....
.....

Step 5. My thoughts about this are.....
.....
.....

Step 6. My thoughts about this are.....
.....
.....

Step 7. My thoughts about this are.....
.....
.....



MANAGEABLE

In working towards my goal at the moment, I feel.....
.....
.....
.....
.....

My current feelings about taking each step are:

Step 1. My feelings about this are.....
.....
.....

Step 2. My feelings about this are.....
.....
.....

Step 3. My feelings about this are.....
.....
.....

Step 4. My feelings about this are.....
.....
.....

Step 5. My feelings about this are.....
.....
.....

Step 6. My feelings about this are.....
.....
.....



MANAGEABLE (continued)

What I *currently know* that can help me achieve this goal is

.....

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.....

What I *currently have or can use* that can help me achieve this goal is

.....

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.....

.....

What I can *currently do* that can help me achieve this goal is

.....

.....

.....

.....

When I *do finally achieve* this goal that will make me feel

.....

.....

.....

.....

In taking once action step towards my goal every single day, the amount of time I honestly feel I could commit per day is

.....

.....

.....

.....



A – Attainable & Achievable

ATTAINABLE

The parts of my goal that are *physical* include

.....

.....

.....

.....

The parts of my goal that are *meta-physical* include

.....

.....

.....

.....

The physical aspects of my goal/outcome I will *give to myself* include

.....

.....

.....

.....

The meta-physical aspects of my goal/outcome I will give to myself include

.....

.....

.....

.....

The physical aspects of my goal/outcome *others will give me* include

.....

.....

.....

.....



ATTAINABLE (continued)

The meta-physical aspects of my goal/outcome others will give me include

.....

.....

.....

.....

What I *could know* that would help me achieve my goal includes

.....

.....

.....

.....

What I *could have or use* that would help me achieve my goal includes

.....

.....

.....

.....

What I *could do* that would help me achieve my goal includes

.....

.....

.....

.....

The person I know who has achieved this goal or something similar is

.....

They could help me by

.....

.....

.....

.....



ACHIEVABLE

I currently believe I can achieve my goal!

The steps I have identified will take me towards achieving my goal!

My current beliefs about my goal which *empower* me are;

.....

.....

.....

.....

.....

My current beliefs about my goal which *disempower* me are;

.....

.....

.....

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.....

These disempowering beliefs will empower me as they now become the following beliefs;

.....

.....

.....

.....

.....

[illegible]



R – Realistic & Relatable

REALISTIC

My *current life situation (reality)* can best be described as

.....

.....

.....

.....

My current reality impacts on my goal by

.....

.....

.....

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My *better reality / life situation* would best be described as

.....

.....

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.....

My better reality / life situation would impact my goal by

.....

.....

.....

.....

When the various realities around me affect me or my goal I will *respond* (not react) by

.....

.....

.....

.....



RELATABLE

When I think about what *Inspires* me most, that will help me achieve my goal because

.....

.....

.....

.....

When I think about what I'm most *Passionate* about, that will help me achieve my goal because

.....

.....

.....

.....

My *Highest Values* are;

1.....

2.....

3.....

4.....

5.....

My goal supports my Highest Values!

My goal is connected to what Inspires me most!

My goal reinforces what I am most Passionate about!



T – Time-Framed & Task-Orientated

TIME-FRAMED

At this stage, I will achieve my goal by.....
(date)

The *unproductive tasks or distractions* I will now abandon include

.....
.....
.....
.....

The *more productive or beneficial tasks* I will now make time for include

.....
.....
.....
.....

The time in which I will dedicate to working on these more productive and beneficial tasks, and my goal, will be on.....in the.....for.....
(day/s) (morn/aft/eve) (length of time)



TASK-ORIENTATED

My First 7 Steps and their Tasks include;

Step 1 –
Tasks(s) -
.....
.....

Step 2 –
Tasks(s) -
.....
.....

Step 3 –
Tasks(s) -
.....
.....

Step 4 –
Tasks(s) -
.....
.....

Step 5 –
Tasks(s) -
.....
.....

Step 6 –
Tasks(s) -
.....
.....

Step 7 –
Tasks(s) -
.....
.....



TASK-ORIENTATED (continued)

My tasks for each step, and each tasks beginning, middle and end include;

Step 1 –
Tasks(s) -
Beg - Mid - End -

Step 2 –
Tasks(s) -
Beg - Mid - End -

Step 3 –
Tasks(s) -
Beg - Mid - End -

Step 4 –
Tasks(s) -
Beg - Mid - End -



TASK-ORIENTATED (continued)

Step 5 –
Tasks(s) -

Beg - Mid - End -

Step 6 –
Tasks(s) -

Beg - Mid - End -

Step 7 –
Tasks(s) -

Beg - Mid - End -



TASK-ORIENTATED (continued)

The tasks I feel I might not enjoy working on or won't bring me pleasure include

.....

.....

.....

.....

I could make these tasks more enjoyable by

.....

.....

.....

.....

The skills I could use and how they could develop include

.....

.....

.....

.....

The types of experiences I could have in implementing these tasks include

.....

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.....

.....



E – Energized & Excited

ENERGIZED

I know I'm feeling energetic when

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.....

I know I will be starting to lose energy in regards to my goal when

.....

.....

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Energy gives me focus. When I'm focused I can

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.....

Energy gives me resolve. When I have resolve I can

.....

.....

.....

Energy gives me strength. When I feel strong I can

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.....

Energy gives me endurance. When I have endurance I can

.....

.....

.....



ENERGIZED (continued)

When I close my eyes and visualise having already achieved my goal;

I can see

.....

.....

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I can hear

.....

.....

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I can feel

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.....

The main reason I want to achieve this goal above everything else is

.....

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ENERGIZED (continued)

This needs to happen because

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.....

.....

And that needs to happen because

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.....

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Once again, my goal is

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My four main reasons for wanting this goal to happen are

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.....

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**Before I work on each action step of my goal, I will complete the
“Energize My Goal” Exercise!**



EXCITED

How my goal will benefit all 8 Areas of Life for me;

- Health & Well-Being – my goal will benefit this area because

.....

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.....

.....

- Lifestyle – my goal will benefit this area because

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- Family & Home-Life – my goal will benefit this area because

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- Career – my goal will benefit this area because

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- Finances & Wealth – my goal will benefit this area because

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- Friends & Social-Life – my goal will benefit this area because

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- Intimate Relationships – my goal will benefit this area because

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- Goals & Dreams – my goal will benefit this area because

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EXCITED (continued)

Once I've achieved my goal and it's made a difference in all my Areas of Life, I will feel

.....

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.....

I will be thinking differently by

.....

.....

.....

The way I will look and appear to myself and others is

.....

.....

.....

The way in which I will be talking and communicating differently includes

.....

.....

.....

The kind of people who could be a part of my life include

.....

.....

.....

I will read my list of Positive Affirmations out loud to myself every day!

It is up to me to create my own feelings of Energy and Excitement about my goal!



S – Stated & Shared

STATED

I am an Assertive Person! I work on being assertive and acquire it through consistent effort!

I always do what I say I will do!

In thinking about how much my goal is worth to me, I would say it is

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My fears about my goal include

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.....

When I overcome these fears I will then accomplish

.....

.....

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.....

As I make mistakes and experience failures while working towards my outcome, I will learn from them by

.....

.....

.....

.....

My name is.....

and my goal is.....

[illegible]



SHARED

I have approached my Accountability Partner or at the least have a good idea of who I will seek the support of!

What I respect and admire about the level of success or attainments my AP has achieved is

.....

.....

.....

.....

The qualities or character traits of my AP I see as positive are

.....

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.....

.....

I see these as positive because

.....

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.....

.....

The particular character traits and/or qualities of my AP I would like to emulate in myself include

.....

.....

.....

.....



SHARED (continued)

The Means in which my AP and I will meet are.....
(i.e. face-to-face, over phone/Skype, email)

The Frequency of when we meet will be.....
(i.e. weekly, fortnightly, monthly)

The Day we meet on will be.....
(i.e. Monday, Friday, alternating days)

The Time of day we meet will be.....am/pm

The Duration of time we meet for will be.....
(i.e. 30/45/60minutes)

The Goal Sharing Session with my AP will start by

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.....
.....

The person responsible for running the session and ensuring it is focused will be

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.....

Each session will conclude by

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SHARED (continued)

The type of people my goal will include and incorporate will be

.....

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These people will be included and incorporated by

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.....

As I take each step towards my outcome I will learn and experience much. I will share these learning's and experiences by

.....

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.....

.....

Once I've achieved my outcome, I could let other people also experience the rewards of that outcome by

.....

.....

.....

.....

My goal will absolutely serve other people in many ways!



T – Take The First Step

TAKE THE FIRST STEP

The first 10 initial steps I will take to kick-start the pursuit of my goal are;

- 1.....
- 2.....
- 3.....
- 4.....
- 5.....
- 6.....
- 7.....
- 8.....
- 9.....
- 10.....

The first step I will take is

.....

.....

.....

.....

☐

Tick once done

I will take the first step as soon as I have finished creating My SMARTEST Goal Planner!



TAKE THE FIRST STEP (continued)

I will complete the next nine initial steps by the following dates and check them off as I do.

Step 2 - I will achieve this step by
(date)

Step 3 - I will achieve this step by
(date)

Step 4 - I will achieve this step by
(date)

Step 5 - I will achieve this step by
(date)

Step 6 - I will achieve this step by
(date)

Step 7 - I will achieve this step by
(date)

Step 8 - I will achieve this step by
(date)

Step 9 - I will achieve this step by
(date)

Step 10 - I will achieve this step by
(date)



TAKE THE FIRST STEP (continued)

My Vision is strong because

.....

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.....

My vision will help me in doing everything I need to do because

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.....

.....

My Faith is strong because

.....

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My faith will be enough to carry me through the unknown that lies ahead because

.....

.....

.....

My definition of Failure is

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That will serve me on my journey because

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TAKE THE FIRST STEP (continued)

My definition of Success is

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That will serve me on my journey because

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.....

I will revisit the above statements before I take each action step!

As I take each action step, I will check it off my list!

“Success is a journey, not a destination”

Name:..... Signed:.....

Date:...../...../.....



Setting The SMARTEST Goals – the workshop

Now you've read the book. You've used the goal construction process. Do you want to go to the next level?

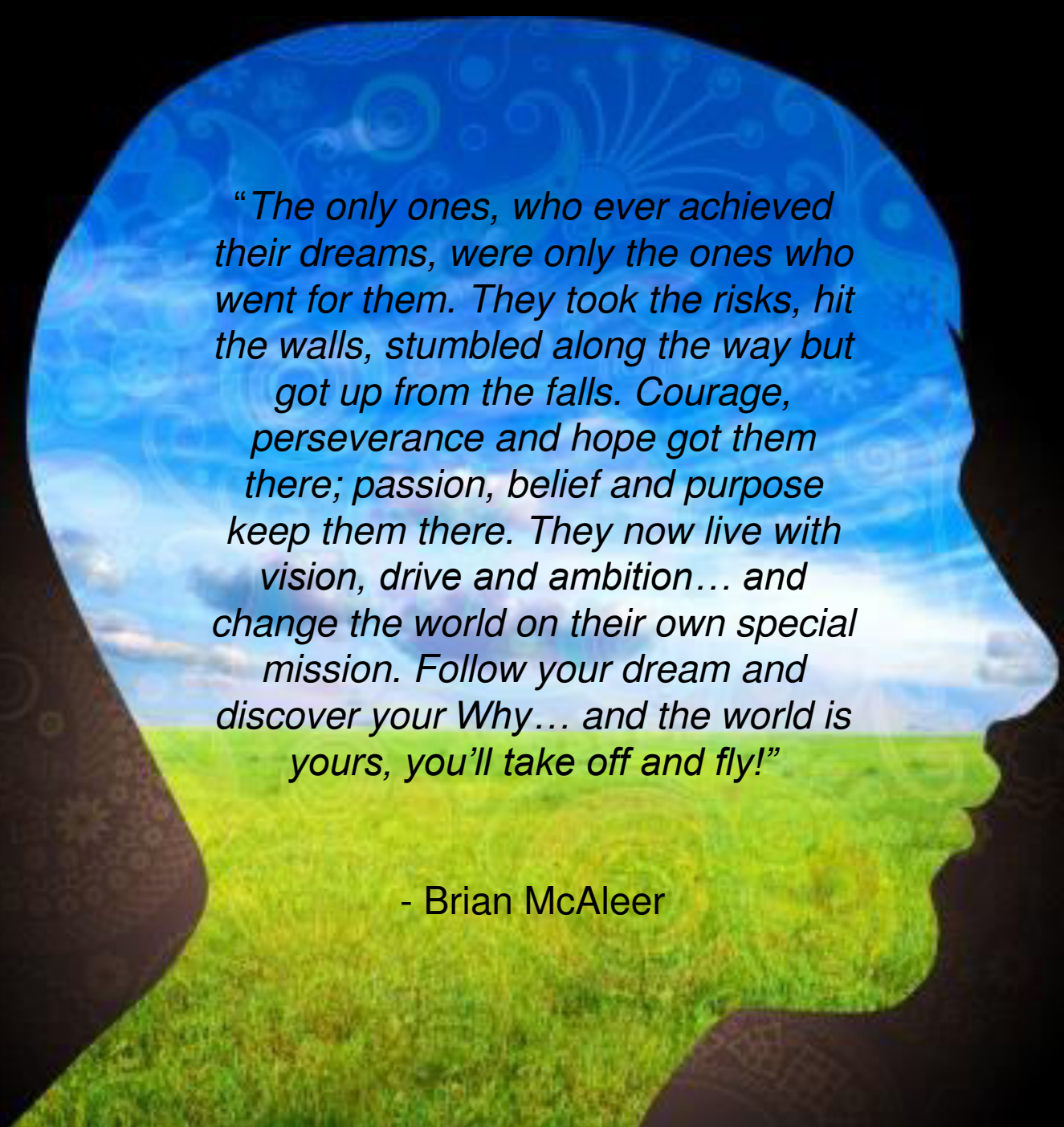
This book covers a broad range of topics but still only scratches the surface of The SMARTEST Method. To get even more out of it, come to one of the official goal setting workshops. I personally run these workshops and work closely with you to help you set any goal you want. With access to extra exclusive tips and secrets you won't find in the book, the "Setting The SMARTEST Goals" workshop will take you deeper into the The SMARTEST Method and make your goals Explode!

Although we've covered a lot in this book, there is still only so much I was able to fit onto the page. The SMARTEST Method is a strategy best suited for repeated use; applied to every goal you choose to work on, and in some cases re-applied to the same goal several times until you have the near perfect plan. In saying that, I urge you to come to the "Setting The SMARTEST Goals" workshop. Reading this book alone is certainly powerful, but you will gain so much more in one day with a room full of like-minded individuals and myself taking you through the method personally.

This workshop is a one day event, which can be delivered at your workplace, function centre, conference room or community building. Stay connected to the Facebook page and The SMARTEST Method blog for upcoming dates and locations. You can also find out about the workshops by emailing info@brianmcaleer.com

"Tell me, I'll forget. Show me, I may remember. But involve me, and I'll understand"

- Chinese Proverb



“The only ones, who ever achieved their dreams, were only the ones who went for them. They took the risks, hit the walls, stumbled along the way but got up from the falls. Courage, perseverance and hope got them there; passion, belief and purpose keep them there. They now live with vision, drive and ambition... and change the world on their own special mission. Follow your dream and discover your Why... and the world is yours, you’ll take off and fly!”

- Brian McAleer