

## Setting and Achieving Goals-The Way to Your Dreams!

Major Personal Goals are not something to put on someone's "to-do" list or on their smart phone. Major Personal Goals must be accompanied by a written plan!

A written plan? Yes, and the components of this written plan are;

1. set your first major goal through an evaluation process (more below)
2. develop a strategic plan (more below)
3. develop a tactical plan (more below)
4. set deadlines for completing your tactical plan (much more below).

**1. Develop a complete evaluation of all the things in your life you would like to change.**

a) Write down everything you can think of, and take your time.

b) After your list is complete, we'll do a "prioritizing" procedure which will determine which items are the most important to you.

c) Now prioritize your list by ranking each item from 1 to 10 in order of importance, and then put the list away for 2 or 3 days.

d) For now, don't put more than 10 items on this list, and be sure they are your top 10!

e) Then go back over your list after several days to be sure you're satisfied with your rankings.

f) This critical first step becomes your #1 priority and thus, your first goal to achieve!

2. Once you have your first (top priority) goal you must develop a "Strategic Plan" (more on this below). This will become your roadmap to success.
3. Then write your "Tactical Plan" (more on this below), which will achieve your strategies. (#2 and #3 have to work in tandem)
4. You must then establish target dates for the completion of the tactical plan, and thus the goal!

Understanding the necessity and connection of the Strategic Plan to the Tactical Plan is crucial to the success of every major goal! It's the difference between success and failure!

Remember, we're trying to achieve something that's very important to you. Goals that are important major goals are not something to be put in your daily planner or smartphone. If they are, then you don't need this program to accomplish them. Just put them on your to-do list and do them!

We're talking about life changing goals that require a written plan to be successful! This is the only way you can be assured of achieving any personal goal you've dreamed about, but never knew exactly how to go about achieving it.

You must learn and follow the "process" that's shown above. It's imperative for achieving any goal!! Part of the special process is completing the "situation analysis" but, if you already have a major goal you'd like to achieve, then start with the Strategic and Tactical Plan immediately.

You'll also need some goal setting examples to help guide you through this process. We have these examples on several of our website pages, so be sure to check them out later at; <http://goalsforall.com>

You should also make use of our goal setting worksheets as your template, and we'll show you how to get this free goal setting worksheet and make it your own personal worksheet! Get them here; <https://goalsettingworksheets.com>

You must be sure the personal goal you're going after is the perfect personal goal for you or it won't have the "juice" to get you excited. This is why the "evaluation process" is so important to complete.

There's a "process" involved in just about everything we do, and especially when setting goals. Without the knowledge of how to use this "process", there's a good chance that the goals you do set will fail.

If you really want to change something in your life, then a phone or planner is not going to get it done. Now we'll explain in detail how and why you must develop a strategic and tactical plan!

First of all, the Strategic and Tactical plans must be in lock-step with each other.

In other words, for every "strategy" you write, you must also write several "tactics" which will allow you to achieve each strategy!

Read and understand the above statement thoroughly!! This is crucial to achieving any goal! This is the heart and soul of successful goal setting!!

Strategies are clear concise short statements which state “How” you’re going to achieve your goal! Write as many as you think are necessary to complete the goal!

Tactics are detailed statements which show every step you must take to achieve each strategy. Understand this connection completely!!

The combination of strategies and tactics will provide a very vivid picture of exactly where you’re going and how you’re going to get there!

Remember, this is required for achieving MAJOR GOALS in your life....the things that you dream about having or doing someday.

Once you go through this process one time and achieve your first major goal, you’ll be able to accomplish anything you desire! What a great feeling of confidence this will provide for the rest of your life!

I put an “example” strategic and tactical plan on the next couple pages for your review. Keep in mind that this is an example plan only, and your plan can be less or more expansive, depending on the level of difficulty of your goal.

## Example Plan

**GOAL** = Earn \$90,000 yr. within the next 2 years

### Strategic Plan

- A) Finish getting my accounting degree at my local community college.
- B) Visit colleges in my area to get the approximate cost for the accounting courses and books I'll need.
- C) Check with my current employer to see if they will offer financial aid.
- D) Review with my family for possible conflicts of interest.
- E) Meet with my current employer to explore promotion possibilities within the company after getting my degree.

### Tactical Plan

- A)** 1. Explore all local colleges and community colleges in the area to see which one has the necessary courses which would allow me to get my degree within the next 18 months.  
  
2. Also check all online courses for costs, and which might have accelerated accounting courses that would allow me to finish sooner than 18 months.
  
- B)** 1. Establish a 4-day timeframe for investigating total costs at the various colleges in my community.  
  
2. Weigh all the pluses or minuses of going to a community college vs. an online course, since the online courses can be taken at any time of day or night and might even be cheaper.

**C)** 1. Make an appointment with the Personnel Manager to discuss reimbursement, full or partial, for college or online expenses.

2. When visiting the colleges find out if they have any financial aid packages or if they know of any government programs with grants or monies available.

**D)** 1. Discuss in detail, with my spouse and children, my full intentions of how I intend to help myself get promoted to earn more money for the benefit of the entire family.

2. Try to resolve any family issues that arise, to be certain you can achieve your goal without hurting the family in any way, since I may be in school 3 or 4 nights a week for the next year or more.

3. If obstacles arise, try working on some new strategies and tactics but don't give up on the goal! Remember, you can change the strategic or tactical plan at any time, but not the goal.

**E)** 1. When you get within a month of achieving my goal, have another sit-down with your current Boss and the Personnel Mgr., and let them know how you've progressed.

2. Make sure the resume is completely up to date and ready for transmission to other companies if promotion within your own company is not looking good.

Please pay particular attention as to how the Strategic and Tactical plans are linked together. In this particular example plan we have written 5 Strategies, A through E.

Then we wrote tactics to support each strategy and referred to these as tactics “A” to “E”, to match each strategy letter.

However, you might need to write 2, 3, 4, or more tactics for each strategy because the tactical plan must be very detailed. These details are the “key” to the success of your goal!!

Understanding the linkage between these two plans is crucial to the successful completion of your goal, and every goal for that matter!!

Once you learn this process, you will be able to achieve anything any boss ever gives you as a project or goal. Your confidence will rise immensely and you’ll be known as someone who gets things done!

Therefore, never give up on a goal!! If you run into roadblocks, and you will, just go back into the plan and change or add a new strategy or tactic, and keep on going!!

We’d love to hear from you, so please write to us if you have any questions or need help with one of your goals, or anything else that’s on your mind. [info@goalsforall.com](mailto:info@goalsforall.com)