

Doing Goals

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*Doing goals are concrete achievements, projects, or experiences.
Ex: Write a book, get out of debt, earn your MBA, etc.*

Being Goals

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*Being goals are character attributes, relational goals and quality of life.
Ex: Being a loving husband, be present with my children, etc.*

Traits/Qualities I Exhibit:

Ways I Have a Positive Impact:

Areas I Have Mastered:

Three Word People Use to Describe Me:

1.

2.

3.

WRITING YOUR LIFE'S END GOAL

Do you notice any trends in your Achievement and Habit goals? Do any resonate with you as being the most important?

Now, we are going to write out overarching goal for your life. Take the inside gathered from the questions above and (on the next page) craft a 1-2 sentence description of your life's ultimate end goal. This will be the goal that when you look back on your life and you've achieved it, you will be able to say, with honesty, that you've lived a full life.

TIPS FOR WRITING YOUR LIFE GOAL

1. MAKE IT ASPIRATIONAL

Your life's end goal will serve as an anchor and source of continual motivation when times get tough.

2. KEEP IT REALISTIC

What's realistic? It's realistic for an oak seed to say it wants to become a great oak tree, it's not realistic for it to say it wants to become a mountain.

3. BASE IT ON YOUR CURRENT STATE IN LIFE

Sometimes we don't know what it is that we really want. If you get stuck here, consider shortening the window of time and set a life goal only considering your life over the next 3 years.

4. LET IT EVOLVE OVER THE YEARS

Don't put too much pressure on yourself to get it EXACTLY right. Your life's end goal can change and refine through the years as you grow in personal awareness.

My Life's Goal Is:

Top Doing Goals that Serve My Life Goal

Top Being Goals that Serve My Life Goal

*Congratulations! You just completed one of the hardest parts of this process!
You're off to a great start on your journey to Carpe More Diem!*

“Always we begin again.”

- Benedict of Nursia

10 Looking Back at the Last 12 Months

How have I changed over the past year?

What areas in my life do I need to improve?

What's more important to me now than a year ago?

What areas in my life am I struggling the most?

What's working well in my life right now?

What new opportunities am I excited about in 2022?

What are the top distractions in my life?

What are the bad habits I'd like to eliminate?

What are the biggest energy drains in my life?

What things are the most life-giving right now?

In what areas of my life that am I insecure?

How much peace am I experiencing in my life? Why?

What am I afraid of?

What was working really well at that time? What marked that experience? Write down an aspect of that time in your life that you would like to recapture and cultivate over the coming 12 months.

This coming year, I'd like to capture a feeling of:

LOOKING BACK ON YOUR LIFE, CAN YOU THINK OF A TIME WHEN YOU FELT THE GREATEST SENSE OF PURPOSE AND PEACE?

Your word for the year should be a word or phrase that can serve as a filter and guide for your actions over the course of the next 12 months. What is a word, idea, or theme you would like to realize in your life over the next year?

My word for this coming year is:

***“Life isn’t about getting
to the end faster, it’s
about being here the
whole time.”***

My Top Goals for The Coming Year

Now, we are going to select the top goals from both our lists.

You may find that you can write one goal that includes a number of the goals you listed out on the previous page. What's important is that these goals are both realistic and motivating.

My Yearly Habit Goals

- 1.
- 2.
- 3.
- 4.
- 5.

My Yearly Accomplishment Goals

- 1.
- 2.
- 3.
- 4.
- 5.

How will these goals positively impact you?

How will these goals positively impact you?

“It’s not about proving anything. It’s about sharing something.”

- YoYo Ma

Setting a Course of Action

HABIT GOALS

The path to realize our Habit goals is different from that of our Achievement goals. Where Accomplishment goals are like carving out a sculpture (linear), Habit goals are much more like cultivating a garden (dynamic). Here the focus shifts from concrete checkpoints and deliverables, to behaviors and “habits” that can animate us and enable positive qualities in our lives.

EXAMPLE OF BREAKING DOWN A HABIT GOAL

Habit Goal:

Work out 3 days a week

Steps:

Find gym and pay for membership

Schedule days in calendar

Find an accountability partner/coach

Communicate schedule to others

What inner barriers/narratives are most likely to get in the way?

Not seeing progress quick enough and getting discouraged.

External behaviors most likely to get in the way?

Waking up late or going home right after work because I'm tired.

Habit Goal 1:

Steps to get there:

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What inner barriers/narratives are most likely to get in the way?

External behaviors most likely to get in the way?

Why this goal?

Habit Goal 2:

Steps to get there:

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What inner barriers/narratives are most likely to get in the way?

External behaviors most likely to get in the way?

Why this goal?

Habit Goal 3:

Steps to get there:

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What inner barriers/narratives are most likely to get in the way?

External behaviors most likely to get in the way?

Why this goal?

Habit Goal 4:

Steps to get there:

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What inner barriers/narratives are most likely to get in the way?

External behaviors most likely to get in the way?

Why this goal?

Setting a Course of Action

ACCOMPLISHMENT GOALS

In this section we will break down each of your yearly Accomplishment goals into smaller bite sized chunks. Doing so will help you to better grasp the steps necessary and to ensure that overwhelm—or its cousins procrastination and fear—don't get the better of you in the coming year.

Half the battle with goals is creating the adequate space and focus for them to occur. If we get things right here, we are much more likely to fulfill what we set out to do, and more importantly, we are much more likely to feel fulfilled by the work itself.

If, when going through this process, you realize a particular goal isn't realistic—that means it's time to celebrate. You just saved yourself a lot of headaches and avoided something that likely was going to steal your peace further down the line. Simply go back and cut/refine this goal or others until you've found an appropriate level of commitment for the next 12 months.

EXAMPLE OF BREAKING DOWN AN ACCOMPLISHMENT GOAL

Accomplishment Goal:

Write a book

Steps:

Concept

Research

Write Outline

First Draft

Second Draft

Editing

Final Draft

What's going to be the hard part?

Pushing through the fear around writing a book.

What's most likely to get in the way?

Not having time set aside

Accomplishment Goal 1:

Steps to get there:

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What's going to be the hard part?

What's most likely to get in the way?

Why this goal?

Accomplishment Goal 2:

Steps to get there:

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What's going to be the hard part?

What's most likely to get in the way?

Why this goal?

Accomplishment Goal 1:

Steps to get there:

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What's going to be the hard part?

What's most likely to get in the way?

Why this goal?

Accomplishment Goal 2:

Steps to get there:

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What's going to be the hard part?

What's most likely to get in the way?

Why this goal?

Current DAILY ROUTINE

MORNING

ACTIVITY	TIME
TOTAL TIME	

EVENING

ACTIVITY	TIME
TOTAL TIME	

New DAILY ROUTINE

MORNING

ACTIVITY	TIME
TOTAL TIME	

EVENING

ACTIVITY	TIME
TOTAL TIME	