

## Goals Action Plan

Setting a goal is a great first step, but creating a clear plan helps you follow through. Use this worksheet to break your goal into simple action steps and identify the resources that will support you along the way. The more specific your plan, the easier it will be to stay focused and make progress.

**GOAL**

**WHY**

**MOTIVATION**

**START DATE**

**DEADLINE**

**REWARD**

**OBSTACLES TO OVERCOME**

**RESOURCES**

**LITTLE STEPS**

**BIG STEPS**

**NOTES:**



**BALL STATE  
UNIVERSITY**  
Office of Student Success  
Coaching