

A photograph of a closed notebook with a dark cover and a black elastic band around the spine. Two pens, one black and one silver, are lying on the surface next to the notebook. The entire image is overlaid with a semi-transparent grey filter.

GOAL-SETTING WORKBOOK

TO BE USED IN ACCOMPANIMENT WITH 'THE PSYCHOLOGY
OF GOAL SETTING: HOW TO DO IT WELL' WORKSHOP

BY REBECCA KIMBERLEY



A NOTE FROM THE HOST

THANK YOU FOR REGISTERING!

Hey! Thank you for attending the 'Psychology of Goal Setting: How to Do it Well' workshop.

This workbook is designed to support you as you work your way through the workshop and beyond.

The workbook is split into four parts:

SECTION 1: Self-Discovery (pages 1-3)

SECTION 2: Goal-Setting (pages 4-10)

SECTION 3: Re-Alignment (pages 11-12)

SECTION 4: Progress Review (page 13-15)

I hope you enjoy the workshop and that this workbook is helpful for you in making your goals a reality.

Rebecca Kimberley

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Founder of
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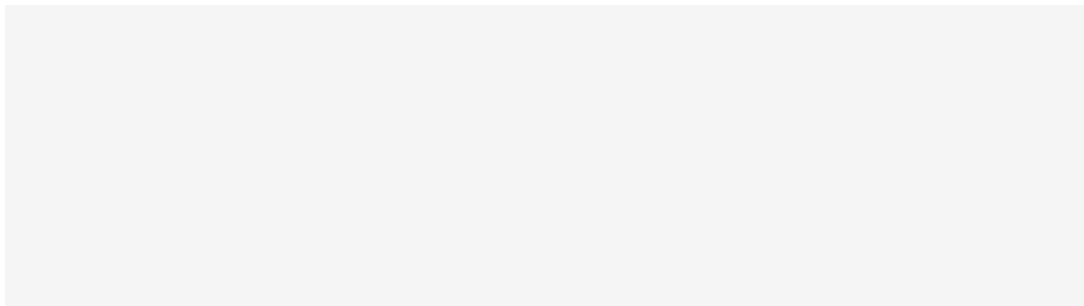
REBECCAKIMBERLEY.COM

SECTION
Self-Discovery
ONE

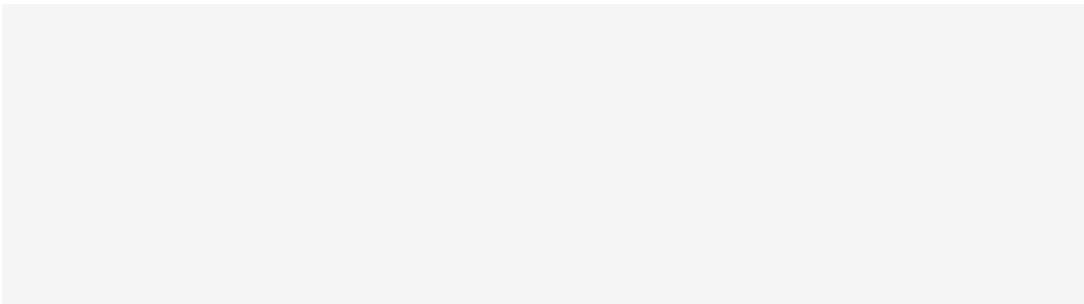
SELF-DISCOVERY

GOAL SETTING STARTS WITH YOU...

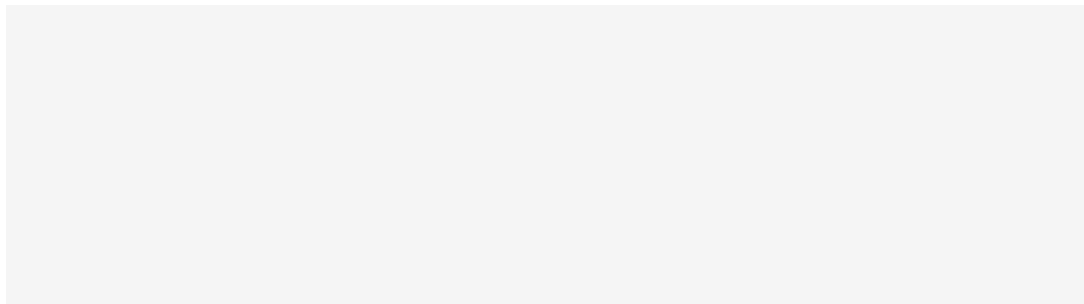
QUESTION #1: What do you want to be?



QUESTION #2: What do you want to do?



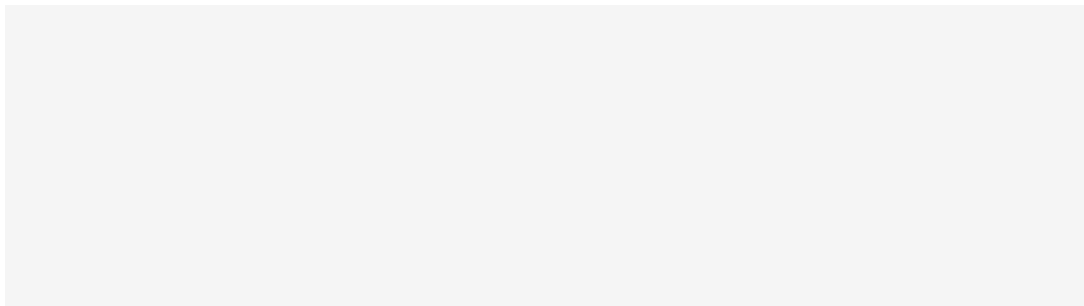
QUESTION #3: What do you want to have?



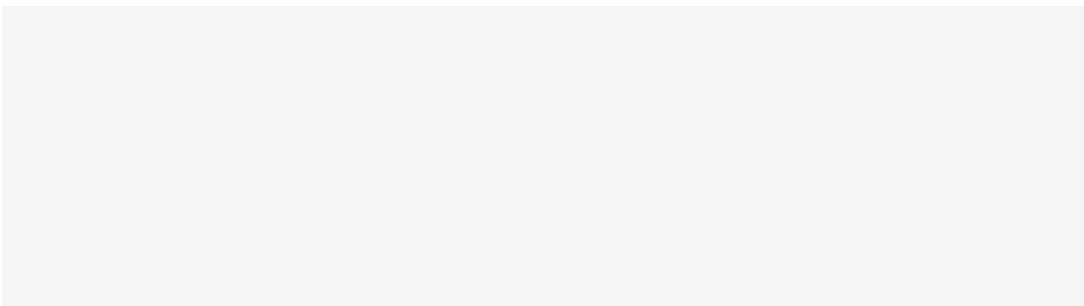
SELF-DISCOVERY

GOAL SETTING STARTS WITH YOU...

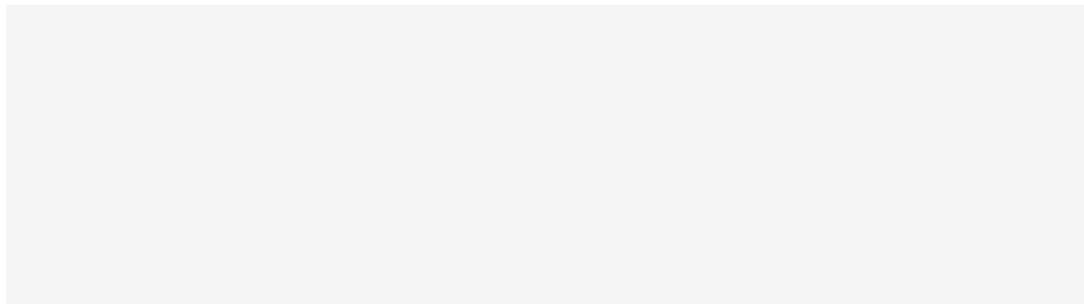
QUESTION #4: How do you want to feel?



QUESTION #5: What do you want to achieve?



QUESTION #6: What would make you feel the greatest sense of fulfilment and joy?



SECTION *Goal Setting* TWO

GOAL-SETTING

LIST YOUR BROAD GOALS

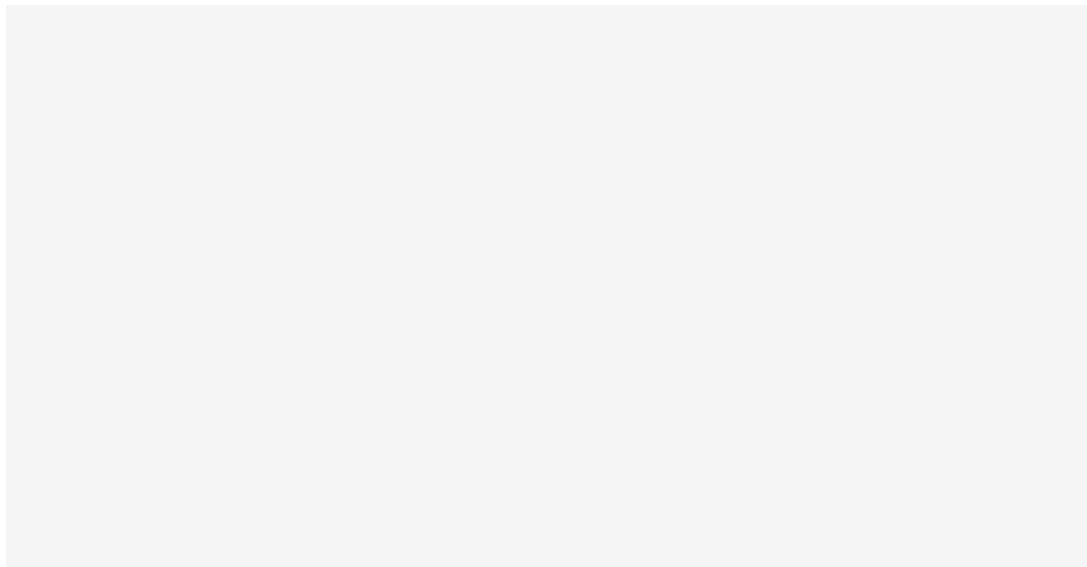
INSTRUCTIONS: List all of your broad goals and visions for the future here. If you're stuck, you can refer to the list of question prompts on the slides in the workshops.

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.
- 16.
- 17.
- 18.
- 19.
- 20.

GOAL-SETTING

GET CLARITY ON WHAT YOU REALLY WANT...

EMPOWERING GOAL: Re-write your goal in an empowering statement. Be as specific as possible. Think S.M.A.R.T. When do you want to achieve this goal by?



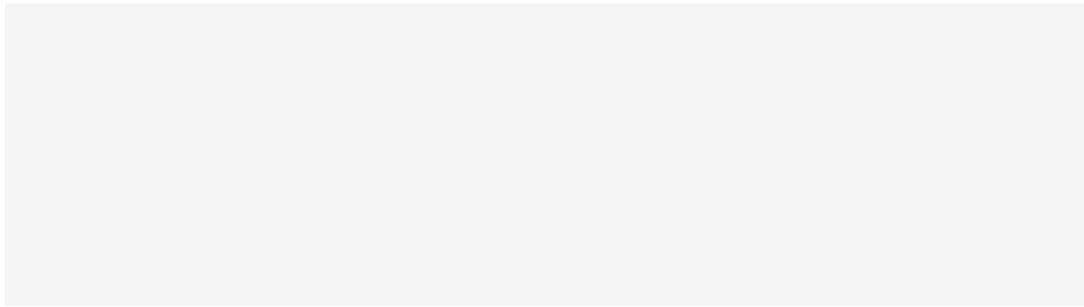
QUESTION #1: What are all the steps required to reach this goal?

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

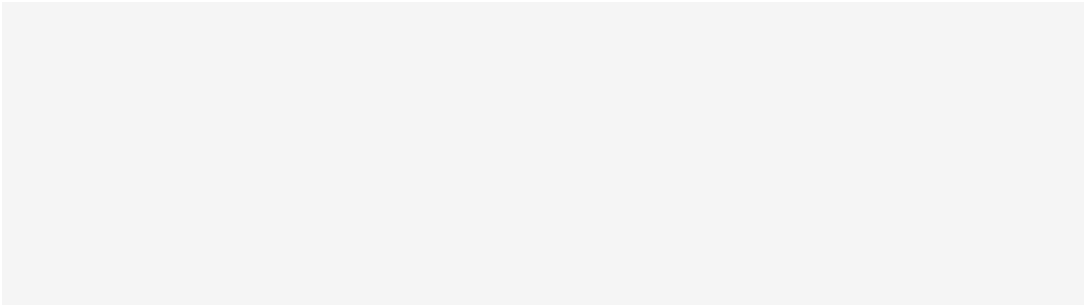
GOAL-SETTING

GET CLARITY ON HOW YOU ARE GOING TO GET IT...

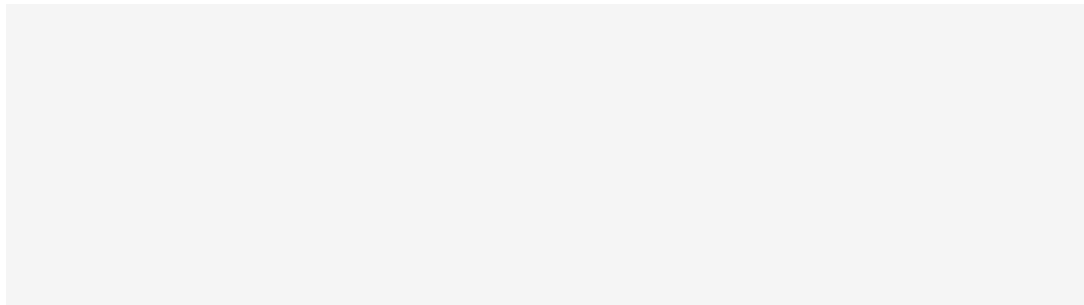
QUESTION #1: What is the first step you need to take to get closer to your goal?



QUESTION #2: What will you need to carry out this step?



QUESTION #3: When and where...? Be as specific as possible.

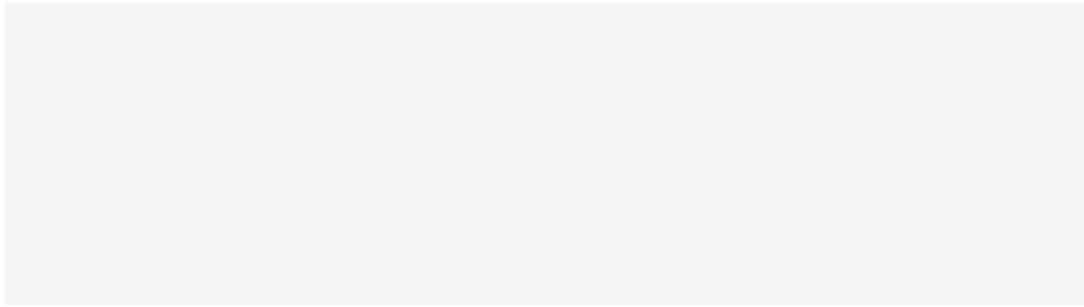


Repeat this process for each small, specific step listed on page 5.

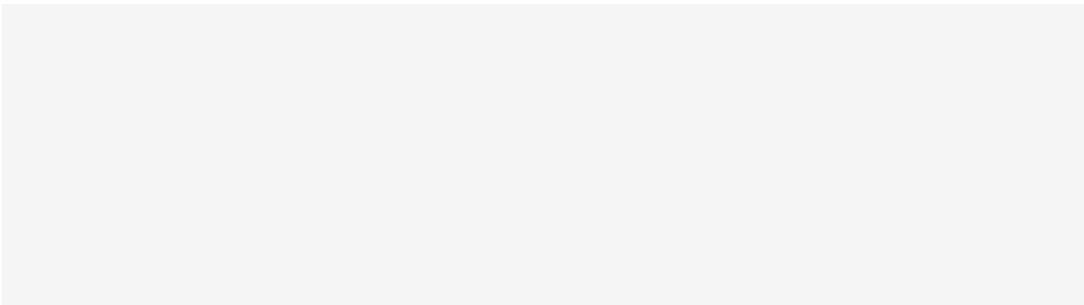
GOAL-SETTING

GET CLARITY ON WHY YOU REALLY WANT IT...

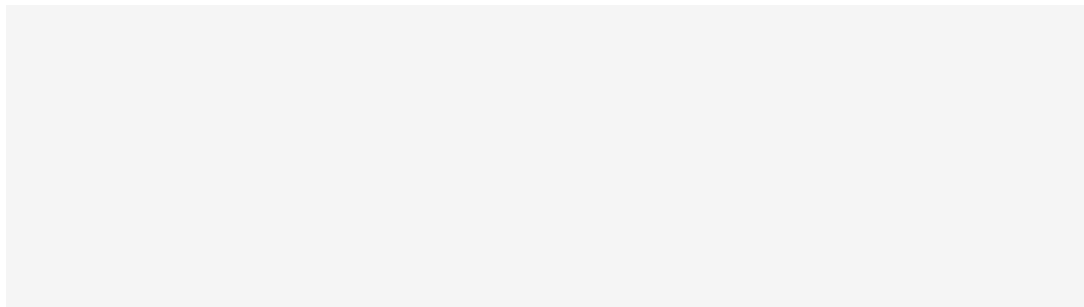
QUESTION #1: Why do you want to achieve this goal? Why is it important to you?



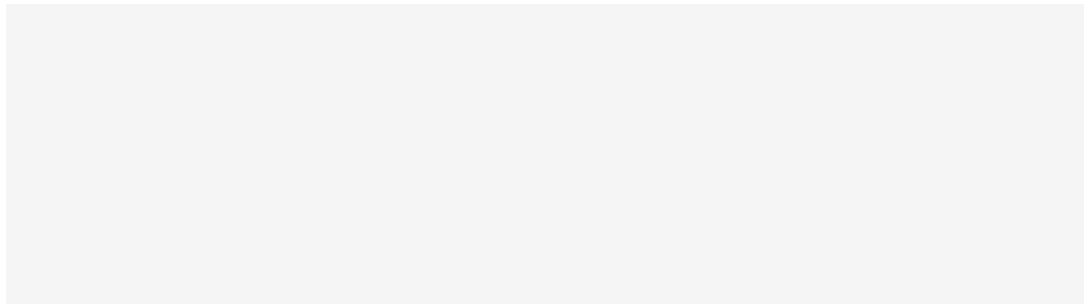
QUESTION #2: If you don't make this change, what will the consequences be?



QUESTION #3: If you do make this change, what will the consequences be?



QUESTION #4: How would it change you and change your life to achieve your goal?



GOAL-SETTING

OVERCOMING CHALLENGES...

INSTRUCTIONS: What thoughts or feelings might get in the way of you taking the first small step? Write these in the 'Negative Thought' boxes. How else could you respond to these? Write these in the 'Positive Affirmation' boxes.

NEGATIVE THOUGHT:



POSITIVE AFFIRMATION:

NEGATIVE THOUGHT:



POSITIVE AFFIRMATION:

NEGATIVE THOUGHT:



POSITIVE AFFIRMATION:

NEGATIVE THOUGHT:

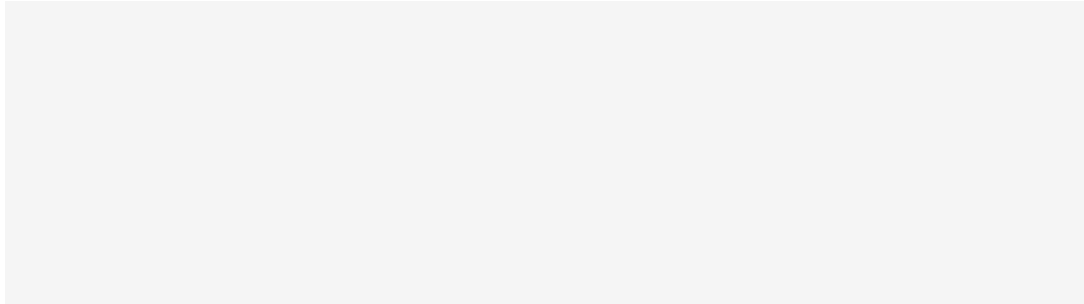


POSITIVE AFFIRMATION:

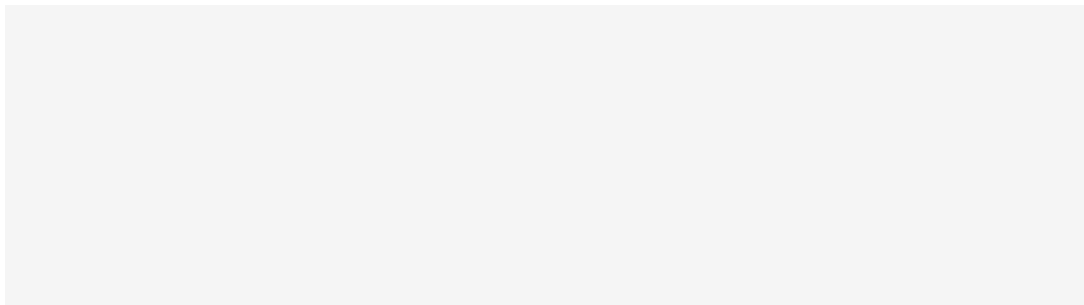
GOAL-SETTING

OVERCOMING CHALLENGES...

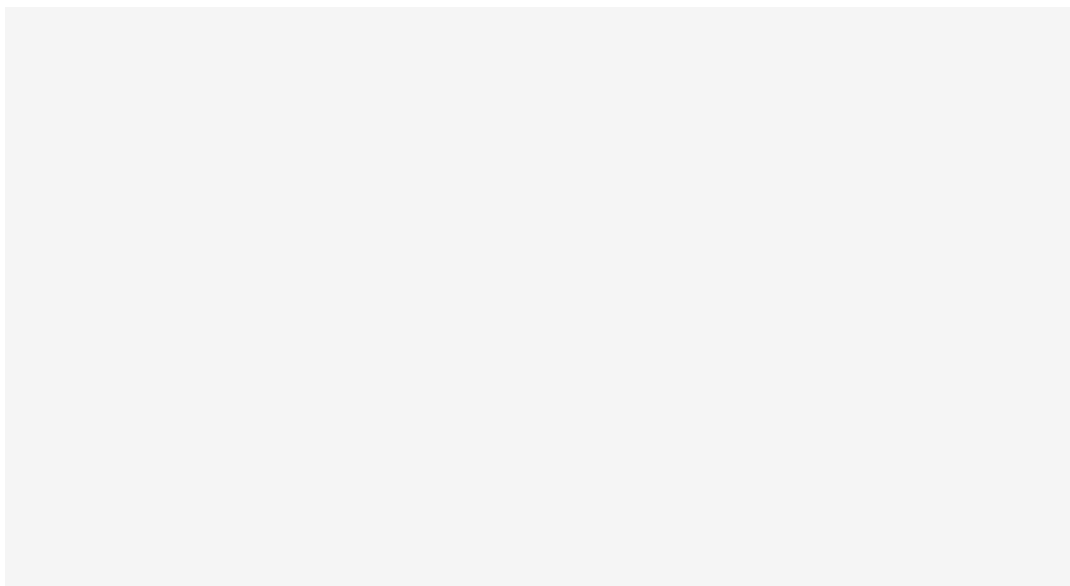
QUESTION #1: What obstacles are/might get in the way of your goals and vision?



QUESTION #2: What could you put in place to overcome each of these obstacles?



MY REWARD: How will you check-in and track your progress and how often?
How can you stay motivated by rewarding yourself?



GOAL-SETTING

YOUR SUPPORT CIRCLE...



SUPPORT CIRCLE

PAGE 10

SECTION *Re-alignment* THREE

RE-ALIGNMENT

DECIDE WHO YOUR BEST SELF IS AND SHOW UP AS THEM...

INSTRUCTIONS: Imagine your best self and use the space below to journal.

MY COMMITMENT TO MY HIGHER SELF...

I will show up as my best self by: _____

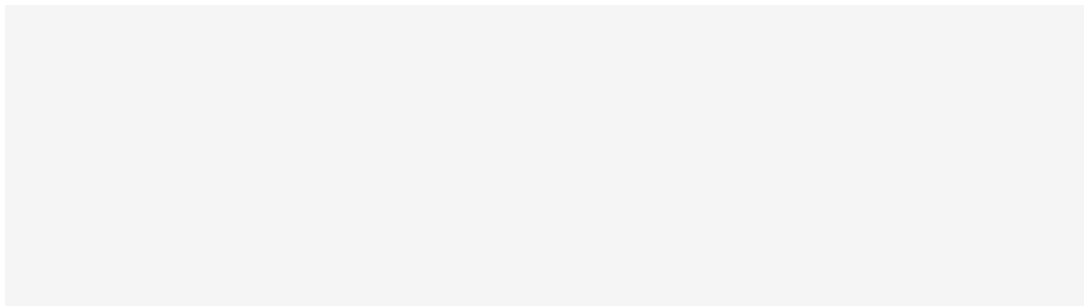
How will I do this: _____

When will I do this: _____

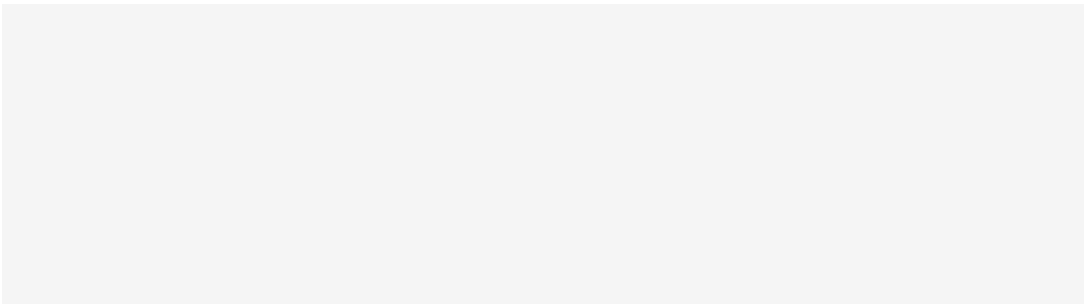
RE-ALIGNMENT

CONNECTING WITH YOUR VISIONS...

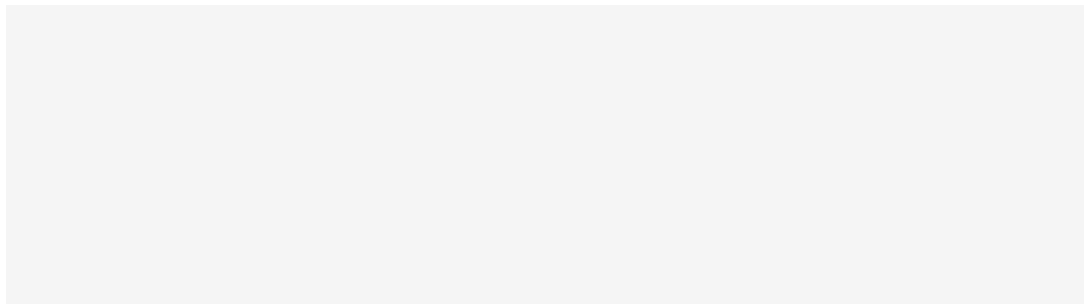
QUESTION #1: What is your vision?



QUESTION #2: What would it look like? How would you know you've achieved it?



QUESTION #3: What would it feel like to achieve your goals and reach your vision?



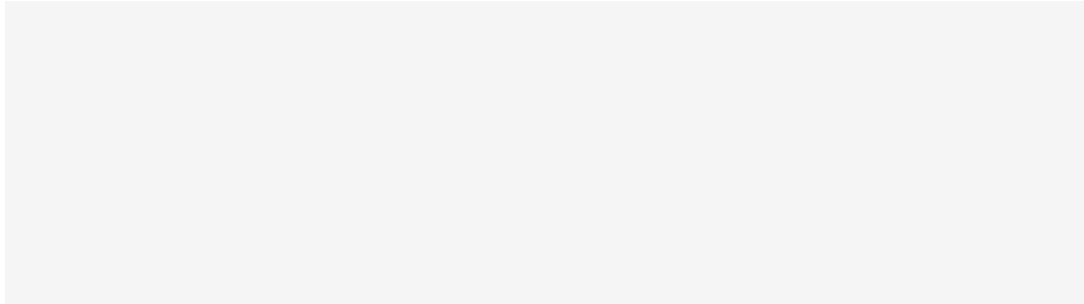
Tick this box when you have created a vision board/album.

SECTION *Progress Review* FOUR

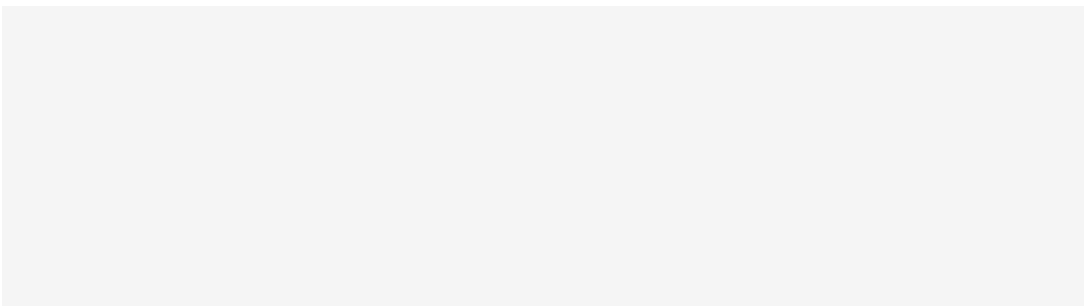
PROGRESS REVIEW

LET'S CHECK-IN ON HOW YOU'RE GETTING ON...

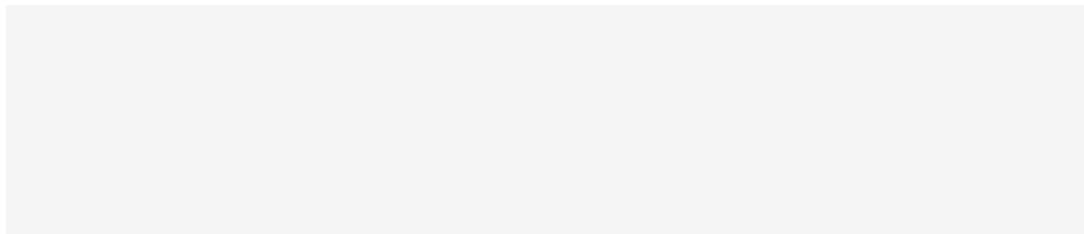
QUESTION #1: What was the goal you committed yourself to?



QUESTION #2: How did it go? What successes or challenges did you come across?

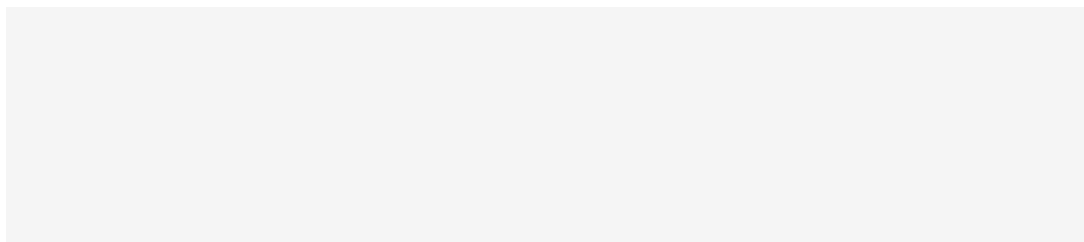


QUESTION #3: What did you say you were going to do but didn't?



If it didn't go to plan, review pages 14 & 15 and repeat Section 2 of the workbook.

QUESTION #4: What did you learn?



OBSTACLES & SOLUTIONS

SEEK SOME GUIDANCE HERE IF YOU NEED...

POTENTIAL OBSTACLE

1. Something you feel pressured to do by other people.

2. About a feeling.

3. Not doing something.

4. You're focusing on what someone else will do.

5. The goal is unimportant, trivial, a distraction from more important things.

6. The goal is too vague, large, very general goals with no specific sequence of steps.

7. You're focusing on an outcome of a behaviour, rather than the behaviour itself.

8. The goal is too difficult or so easy that it's hardly worth setting as a goal.

QUESTIONS TO ASK TO GET TO A GOAL...

Whose goal is it anyway? Do you agree with them, or do you want to set a different goal?

If the feeling were different, what would you be doing? What is the feeling you want to change stopping you from?

What can you do instead of what you don't want to do?

Is there anything you can do about the other person's behaviour? If not, perhaps it's best to let it go.

What's more important? What do you value? Is this part of the bigger vision you have for yourself?

Can you break this down into small steps? What is the first or next specific action?

What actions are needed to achieve this outcome?

What is the appropriate level of challenge for you at the moment?

AN ALTERNATIVE SOLUTION

Something you want, a goal you've chosen for yourself.

About focusing on the behaviour and doing something. Sticking to the plan and not the mood.

Go back through goal-setting process. Doing something (original or alternative action).

Focus on what you will do, which may support change in someone else but cannot guarantee it.

Focus on what matters to you and links to your values. If unsure, revisit Part 1 - Self-Discovery.

Go through one small, clearly defined action (or sequence of actions).

Focus on taking action on what you will actually do.

Make it just challenging enough that you will be pleased to have achieved it.

OBSTACLES & SOLUTIONS

SEEK SOME GUIDANCE HERE IF YOU NEED...

POTENTIAL OBSTACLE

9. The goal is unrealistic or impractical in some way.

10. You are not supported by the people around you (at home, at work, in your social life).

11. The goal/action is easily forgotten.

12. The reward is way off in the future,

13. The goal/action conflicts with something else you want.

14. The goal/action feels out of character, not the sort of thing someone like you.

15. It means changing a longstanding habit.

16. When you imagine doing something, it feels daunting or overwhelming.

QUESTIONS TO ASK TO GET TO A GOAL...

Do you have the time, money, ability, to achieve this goal? If not, is there another goal that would link to the same underlying value?

What support would be helpful? Who can give this? If not, what obstacles might come up & how can you get around them?

Can you set a day and time (or regular time each day)? Or is it something you will do in a specific situation? What sort of reminder would help?

Is there a way to make the action rewarding or more enjoyable in itself? Can you create a progress chart and reward yourself in steps?

Is there anything you will have to give up when you work on this goal? (i.e. time, money, identity, enjoyable things, feeling safe in your comfort zone?)

Are you being held back by a limiting view of yourself? Is it possible to let it go? Can you 'fake it to make it'?

Can you identify replacement 'habits', actions or distractions for the situations in which the habit is likely to be triggered?

Is this action step too big? Is it specific enough?

AN ALTERNATIVE SOLUTION

Take realistic account of your circumstances and adjust the goal accordingly.

utilise the sources of support, and/or have a plan to overcome likely obstacles.

Identify when you are going to do it and set a reminder.

The reward will be in the action itself or from some immediate good outcome (e.g. you feeling pleased, or relieved). Visualise yourself achieving this and feel into it.

Being willing to experience the downsides in service of the goal or value you have set for yourself.


Believe that it is the kind of thing that you do, it fits your identity, or you can hold your identity lightly whilst being open to new possibilities.

Make sure you have a good understanding of all the internal and external triggers and how you intend to respond.

Make it even smaller and more specific so it feels doable.

NOTES

NOTES

A top-down view of a desk with a spiral notebook, a pinecone, a checkered cloth, and a pair of glasses. The text is overlaid on the notebook.

YOU WANNA FLY...
YOU GOT TO LET GO
OF THE THINGS THAT
ARE HOLDING YOU
DOWN.

TONI MORRISON