

Make a Plan. In the following table write the short-term goal or task you chose to accomplish in question 6 of the “*Set a Short-Term Goal*” activity on the previous page. Make sure you are as specific as you can be about what you want to do. Then list the steps you will take to accomplish this. For each step, make sure you include specific times to do things (eg, before or after specific events during the day, at certain times on certain days of the week, or on specific dates at certain times). Next write out exactly what you will do at those times. You can go to the supplement at the end of this chapter for examples of goal plans.

Goal Definition		
Goal Plan		
Step	Time and Place	Action
1.		
2.		
3.		
4.		
5.		