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| **beproductive.ie Goal Planner** |  |  |  |  |
| **Your Goal** |
| **What** |  | **Why** |  | **When** |  | **Results** |
| *(The Change)* |  | *(The Dream)* |  | *(The Timeframe)* |  | *(The Measures)* |
| *General description of what you want to do or change.* |  | *Outline why this change is important to you* |  | *Set a realistic timeframe*  |  | *How will you know you have achieved the goal?* |
|  |  |  |  |  |  |  |
| **Risks** |
| *List anything that may cause you to give up, things to avoid while you are making this change.* |
|  |  |  |  |  |  |  |
| **How***(The action steps you will take to achieve this goal)*  |
| **My Action Plan** |  | **Describe What** |  | **When/Frequency** | **Measure/Result** |
| Action Step 1 |   |   |   |   |
| Action Step 2 |   |   |   |   |
| Action Step 3 |   |   |   |
| Action Step 4 |   |   |   |
| Action Step 5 |   |   |   |