



## Making Your Goals a Reality

What are your goals for the coming year? No matter what you have planned, these steps will help guide you through your journey:

- **Define your goal.** Determine how much time, energy, and money will be needed to reach your goal. If you are between goals, think about what you want to do next. Then, review your budget to determine if it is financially feasible.
- **Take an inventory.** List the skills, abilities, and resources that you can apply to your chosen goal. Identify areas that may need more research or additional learning.
- **Make a plan.** Create a detailed plan that will serve as a roadmap for your future. Putting your plan into writing may also help you identify missing details or other challenges. Consider updating this plan with new short, medium, or long-term goals every three to six months.
- **Incorporate smaller sub-goals into your plan.** It may be helpful to break a large goal into several smaller steps. For instance, if you are remodeling a room, list each task, such as painting, replacing carpeting, or installing new blinds. Consider if you want to tackle each step one at a time or do the entire project all at once.



- **Reward yourself.** Plan a reward, such as a nice dinner, after you accomplish a goal. This may be especially helpful when working through an unpleasant task.
- **Fine tune your goal as needed.** Over time, you may realize that a goal no longer fits your future plans. Don't be afraid to change course if necessary.
- **Set another goal.** Once a goal is completed, choose the next one. Consider taking a short break before starting something new.

If you need practical resources or emotional support with reaching a goal, LifeMatters can help. In addition, visit [mylifematters.com](http://mylifematters.com) and go to the Discount Center to access discounts on travel, home improvement, and much more.

## 1-800-367-7474

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