

College In Colorado Goal Setting Worksheet

Goal setting will allow you to:

- Keep your eye on the big picture for the lifestyle you desire.
- Create a meaningful plan with milestones to track your progress.

In your **Portfolio**, beneath **Your Profile**, click on **Looking Ahead**.

Your goals should be:

- Challenging, but also achievable and realistic.
- Enjoyable. You should really want to work towards them.
- Flexible. As your priorities, interests and skills change, your goals will change too.

Ultimate Goals (Life Goals)

1. Click on **Ultimate Goals** and record your three biggest **life-long goals**. Be specific and include as many details as possible.
2. Using the drop-down menu, select which **area of your life** each goal applies to:
 - Career
 - Education
 - Family and Friends
 - Personal Growth
 - Spirituality
 - Money
 - Health
 - Other
3. Record **benefits you gain** from reaching your Ultimate Goals.
4. Record **what you need** in order to meet your Ultimate Goals.

Long-Term Goals (5 - 10 Years)

1. Click on **Long-Term Goals** and record goals you will need to achieve within the next **5 – 10 years**, in order to meet your Ultimate Goals. Be specific and include as many details as possible.
2. Using the drop-down menu, select which **area of your life** each goal applies to:
 - Career
 - Education



- Family and Friends
 - Personal Growth
 - Spirituality
 - Money
 - Health
 - Other
3. Record **benefits you gain** from reaching your Long-Term Goals.
 4. Record **what you need** in order to meet your Long-Term Goals.

Intermediate Goals (2 - 5 Years)

1. Click on **Intermediate Goals** and record goals you will need to achieve within the next **2 - 5 years**, in order to meet your Long-Term Goals. Be specific and include as many details as possible.
2. Using the drop-down menu, select which **area of your life** each goal applies to:
 - Career
 - Education
 - Family and Friends
 - Personal Growth
 - Spirituality
 - Money
 - Health
 - Other
3. Record **benefits you gain** from reaching your Intermediate Goals.
4. Record **what you need** in order to meet your Intermediate Goals.

Short-Term Goals (This Year)

1. Click on **Short-Term Goals** and record goals you will need to achieve within **the next year**, in order to meet your Intermediate Goals. Be specific and include as many details as possible.
2. Using the drop-down menu, select which **area of your life** each goal applies to:
 - Career
 - Education
 - Family and Friends
 - Personal Growth
 - Spirituality
 - Money
 - Health
 - Other
3. Record **benefits you gain** from reaching your Short-Term Goals.
4. Record **what you need** in order to meet your Short-Term Goals.



Goals Into Action

1. Choose one of your **Short-Term Goals** from the drop-down menu, or enter a new one for action planning.
2. Enter a **time-frame** for your goal to help you stay on schedule.
3. Describe how your goal **supports your longer-term goals**. Each short-term and intermediate goal should be a stepping-stone towards your long-term and ultimate goals.
4. Write **steps to achieve this goal**, with a timeframe for completing each step.
5. Include your **achievement markers** or milestones for this action plan.
6. From the drop-down menu, select the status of your action plan, whether it is **in progress** or **complete**.
7. When complete, describe the result of your action plan. Was it successful? What factors contributed to your success? What would you do differently?

A Picture of Me in the Future

1. Click on **Describe yourself 20 years in the future** and follow the prompts to create a picture of what your life will be like 20 years from now. Where do you plan on living? Will you have kids? What kind of job do you want? What makes you happy?
2. Click on **Describe your shorter-term thoughts and plans** and follow the prompts to describe what level of education you plan to pursue after college, what are your barriers to a college education, what is your ideal job, etc.