

## Information gleaned from:

- **Michael Hyatt** – MichaelHyatt.com - executive coach, virtual mentor, author of *Your Best Year Ever* and many other books

## Types of goals:

- **achievement**

- **habit**

## The S-M-A-R-T-E-R goal:

- **specific**

- **measurable**

- **attainable/achievable/actionable**

- **risky**

- **time sensitive/time keyed**

- **exciting**

- **relevant**

**Once you've decided on your goals...**

- **write them down on paper**

- **read your goals daily**

- **keep your goals visible**

- **share your goals with the *right* people**

- **set the right number of goals**

**My main writing goal for this session:**

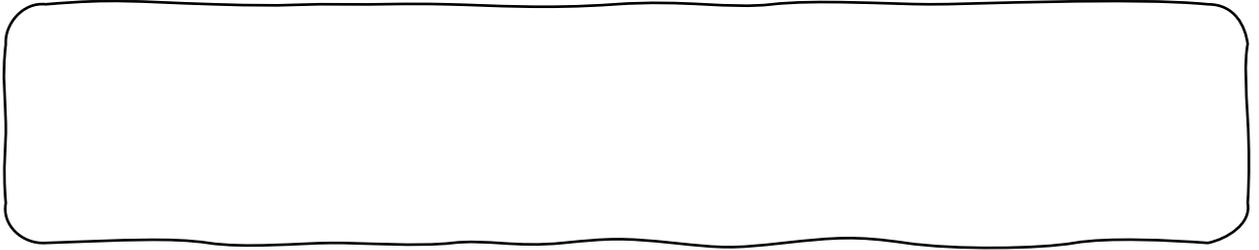
**My main writing goal for this month:**

**My main writing goal for this week:**

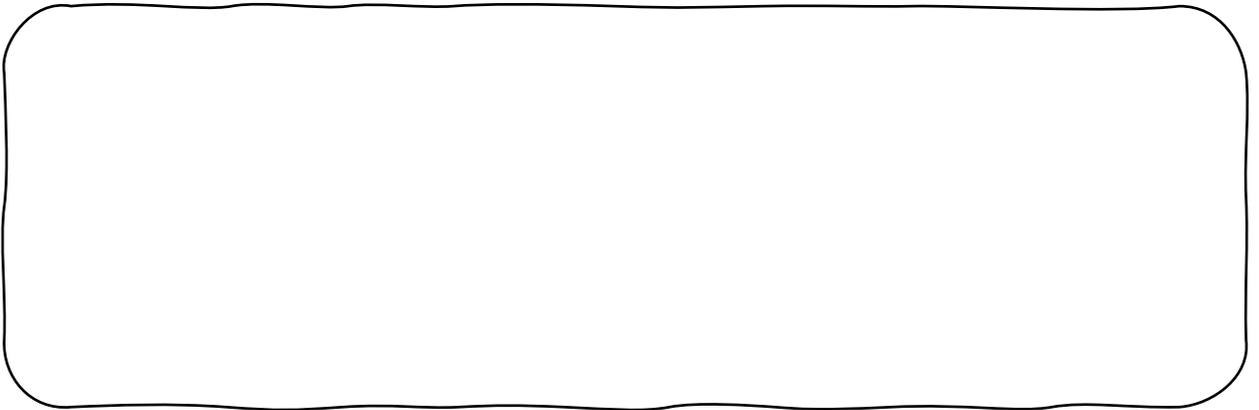
**Make yourself accountable**

- **share goals with your buddies**

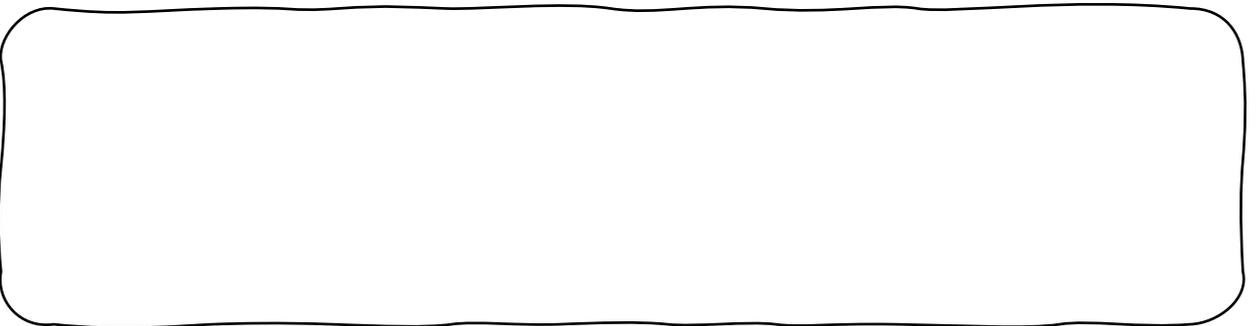
- **schedule time to work on goals**



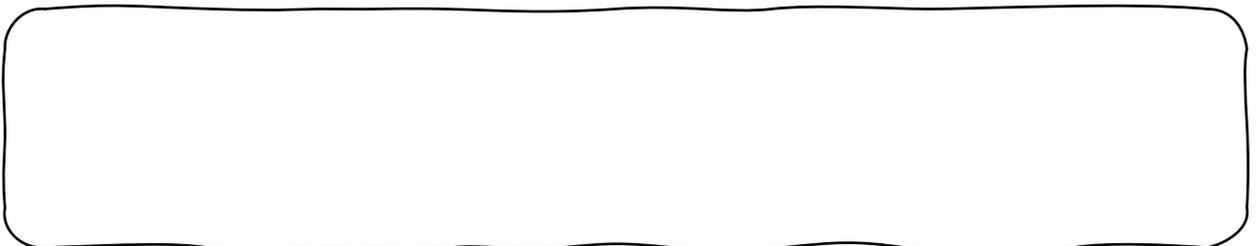
**Celebrate your wins**



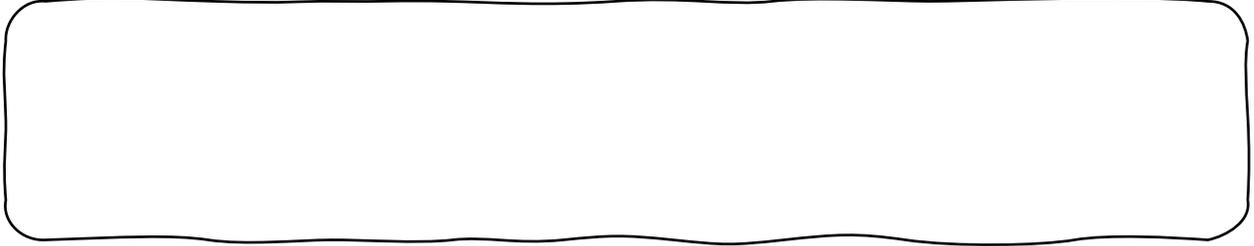
**Reward for achieving my session goal**



**Reward for achieving my monthly goals**



### Reward for achieving my weekly goals



### What I learned from Michael Hyatt:

“A goal is not just about what you accomplish. It’s about what you become.”

“Goals are about growing.”

“Every goal is about the journey as much as—perhaps more than—the destination.”

### Links to Michael Hyatt resources:

Main website - <https://michaelhyatt.com/>

*Best Year Ever* book - <https://www.amazon.com/Your-Best-Year-Ever-Achieving-ebook/dp/B0741CYBHK>

*Best Year Ever* course - <https://bestyearever.me/>

*Lead to Win* podcast - <https://michaelhyatt.com/leadtoWin/>

*Full Focus Planner* - <https://fullfocusplanner.com/>

### Notes

