

Monthly goals

What are the most important things you want to get done this month?

| No. | What do I want to do this month? | |
|-----|----------------------------------|--|
| 1 | | |
| 2 | | |
| 3 | | |
| 4 | | |
| 5 | | |
| 6 | | |
| 7 | | |
| 8 | | |
| 9 | | |
| 10 | | |

Anything accomplished is better than doing nothing - don't beat yourself up if you don't get them all done!

It does help if you break them down into weekly goals...some things will appear every week (me time, time with family, etc.)

<http://www.PurposefulTimeManagement.com>

Weekly goals

Week 1

| No. | What do I want to do this week? | |
|-----|---------------------------------|--|
| 1 | | |
| 2 | | |
| 3 | | |

Week 2

| No. | What do I want to do this week? | |
|-----|---------------------------------|--|
| 1 | | |
| 2 | | |
| 3 | | |

Week 3

| No. | What do I want to do this week? | |
|-----|---------------------------------|--|
| 1 | | |
| 2 | | |
| 3 | | |

Week 4

| No. | What do I want to do this week? | |
|-----|---------------------------------|--|
| 1 | | |
| 2 | | |
| 3 | | |