

3-Year Life Plan SMART Objectives

S	pecific	3-5 objectives
M	asurable	No more than 2 measurements
A	chievable	60% is enough for 3 years
R	esult Statement	Early Warning System
T	rackable	Track objectives using milestones

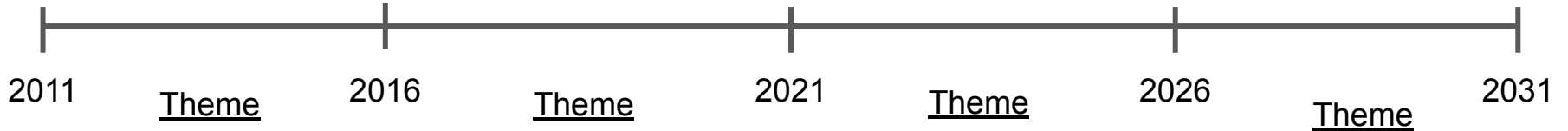
The concept of writing S.M.A.R.T. Objectives is very important for accomplishing individual goals.

The following questionnaire will assist you in creating S.M.A.R.T. objectives. Begin by writing your objective as clearly and concisely as possible. Then answer the related questions. Conclude by revising your objective in the space allotted.

Life Planning

SESSION I

Draw a timeline. Go back 10 years and forward 10 years. List your age, family, hobbies, and career/personal goals at each point. What was your theme for the 5-year period?



- Age
- Kids
- Marriage/Significant Other
- Major career goals
- Major life goals
- Hobbies

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Life Plan Looking Back 10 Years and Forward 10 Years

	10 Years Prior	5 Years Prior	This Year	5 Years from now	10 Years from now
Age					
Theme					
Kids					
Marriage/ Significant Other					
Major Career Goals					
Hobbies					
Dream					

Life Planning

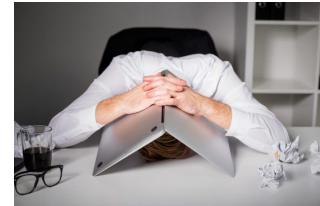


A. Describe your dreams for what you'd be when you grew up in college or high school. Even if they seem funny now—write them down as they were then.

B. Describe your life and job/work today as though you love it—it's the best.



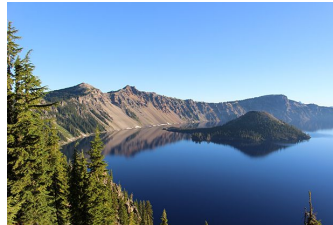
C. Describe your life and job/work as though you hate it—how does it feel on your most depressed day?



Create Your Vision



- A. Write a Master Dream List—list all the things you dream of doing before you die. There are no limitations. If today’s constraints are used, you are creating a “postponed life”. I’ve attached an outline to help stimulate thought. Consider professional and personal dreams.



- B. Take elements of your dreams you haven’t achieved that you want to put back into your future. Ex. You wanted to play baseball but stopped, maybe coaching a high school team would spark your interest. You wanted to be an entrepreneur however the need for “steady, predictable income” was inescapable.

Dream List (Example)

Mountains	Rivers and Waterfalls	National Parks	Unique Spots	Achievements
The Matterhorn	Volga River	Yosemite	Taj Mahal	Write a Book
Mt. Aconcagua-Argentina	Rhine River	Grand Canyon	Great Wall of China	Get a Pilot's license
Mt. Rainier/Mt. Hood	Yangtze River	Crater Lake	St. Petersburg	Play an instrument
Mt. Shasta	Milford Sound-NZ	Yellowstone	Moscow	Learn Yoga, Tai Chi
Mt. Cook	Victoria Falls	Glacier	Sacred Wall of Chichan-Itza-Mexico	Learn a language
Mt. Kilimanjaro	Perito Moreno Glacier	Grand Teton	Retrace Travels of ----- i.e. Marco Polo	Read the works of
Mt. Ararat	Amazon River	Bryce, Zion	Pyramids	Get a Master's Degree
Nepal	Colorado	Point Reyes	Travel the Garden Route-S. Africa	Teach at College Level
Mt. Kenya	Nile	Denali	Machu Picchu	Learn about classical musicians & writers

My Dream List

Mountains	Rivers and Waterfalls	National Parks	Unique Spots	Achievements

Create Your Vision

- A. Identify the elements of your life you love—spell out how you will keep them in your future vision.

- B. Isolate what you hate and tell how you will change those things in the vision.

- C. Integrate your future life with your Circle of Influence



Create Your Vision

My new life could best be described as... (3-5 goals in each section):

A. 0-12 months: Goals through “X” date

- Personal Goals
- Professional Goals

B. 12-60 months: Goals through “X” date

- Personal Goals
- Professional Goals



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The concept of writing S.M.A.R.T. Objectives is very important for accomplishing individual goals.

The following questionnaire will assist you in creating S.M.A.R.T. objectives. Begin by writing your objective as clearly and concisely as possible. Then answer the related questions. Conclude by revising your objective in the space allotted.

S.M.A.R.T. Objective Questionnaire

Objective:

- Specific. What will the objective accomplish? How and why will it be accomplished?
- Measurable. How will you measure whether or not the objective has been reached (list at least two indicators)?
- Achievable. Is it possible? Have others done it successfully? Do you have the necessary knowledge, skills, abilities and resources to accomplish the objective? Will meeting the objective challenge you without defeating you?

S.M.A.R.T. Objective Questionnaire

- Results-focused. What is the reason, purpose or benefit of accomplishing the objective? What is the result (not activities leading up to the result) of the objective? (95%)

- Time-bound. What is the established completion date and does that completion date create a practical sense of urgency? (Milestones)

SWOT ANALYSIS



An Internal Strategic Audit

Current Evaluation -- Today

Major Strengths (2 or 3)
Major Weaknesses (2 or 3)

3 Biggest Obstacles
1
2
3
THREATS

An Internal Strategic Audit

Current Evaluation -- Today

Program of Improvement
How Long (Months, Years)

OPPORTUNITIES
Critical Success Factors (CSF)

S.M.A.R.T. Objective Questionnaire

Objective:

- Specific. What will the objective accomplish? How and why will it be accomplished?
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Revised Objective: