



Making Time for Personal Goals

The most exercised excuse and maybe legitimate reasoning as to why we can't manage to accomplish personal goals is that we don't have enough time. How can we make such a commitment when it seems that our 24 hour days are over in five? Our personal goals tend to be put off until tomorrow, or next week when things look less busy until we are approaching the next year and wondering what happened to our big plans for change.

The answer is not easy. It's not simple nor is it instant gratification. It is complex and takes motivation and the right mindset. It is doable. There is not one single trick or step that will work for everyone, but a number of pieces of advice and steps to take that will add up over time with patience.

Focus on one goal at a time Taking on too many goals at one time can be overwhelming. For now, focus on one goal at a time. Once you have achieved that goal, start the next. It takes about 21 days to make something become a habit.

Make sure you really want it Find your motivation and reasoning behind the goal. If it's not something you really want, you won't make time for it.

Make it your top priority We all have tons of things to focus on in our lives, but if we put all of them in front of our goals, they won't be accomplished. Make your goal a top priority and you'll find the time.

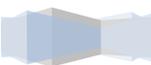
Reduce your commitments Make a list of the most important commitments in your day. Everything else is non-essential. On the same note, find your time wasters like TV or browsing the internet. Reduce non-essential commitments and time wasters to free up your days.

Keep it simple Focus on small goals that help to achieve your larger goal. For example, if you want to get into shape, focus on forming a small habit of walking each day. After that goal is down, focus on drinking water instead of caloric drinks.

Stay focused Find ways to keep this goal a focus point in your life. Send yourself reminders, tell others about it for accountability, post motivational quotes around and so on so forth.

Block off time Schedule a time when you won't be interrupted and when you have energy. This should be no less than 30 minutes. Don't let this block of time be violated. Treat it like your most important appointment.

Make it a part of your daily or weekly routine Find times in your routine where you will always be accountable for activities to accomplish your goal and don't let yourself drop it.



“Obstacles are those frightful things you see when you take your eyes off your goal.”

- Henry Ford

For more tips about creating personal goals, contact Sharon Rateike, corporate wellness program coordinator at (920) 568-5475 or Sharon.Rateike@forthc.com.

