



# Sophia Associates

executive coaching for wisdom

## ***Ten Steps to Creating Goals to Get the Results You Really Want***

1.

DO

Be sure that the goal you are setting is getting you the results you really want - walk it all the way through

DON'T

Create a goal to get what you think you could or should have or a goal which comes up short of the end results you want

2.

DO

Focus on what you could be doing

DON'T

Focus on what you should NOT be doing

3.

DO

Align with your strengths and resources and tendencies

DON'T

Align with your limitations and what you are lacking or missing or try to overcome yourself

4.

DO

Use exciting, inspirational words

DON'T

Use bland, boring words

5.

DO

Make it specific.

DON'T

Make it vague.

6.

DO

Make it quantifiable, measurable.

DON'T

Determine by qualities, emotions, feelings.

7.

DO

Create benchmarks; break it down into smaller elements.

DON'T

Create an overwhelming, impossible goal, so large you are immediately paralyzed by it.

8.

DO

Give yourself the resources to accomplish the goal.

DON'T

Deny yourself the resources to accomplish the goal.

9.

DO

Ask for support and assistance in achieving your goal.

DON'T

Try to achieve your goal in a vacuum, without support.

10.

DO

At least one action on a daily basis, no matter how small, towards achieving your goal.

DON'T

Wait for a large chunk of time to implement an action towards achieving your goal, or be inconsistent in your actions.

Written by Alicia M. Rodriguez, M.A., P.C.C., P.L.C. - Certified Executive and Leadership Coach and "Wisdom Partner"

With over twenty years business and coaching experience, Ms. Rodriguez has assisted many individuals at all levels of management and in all phases in their lives to clarify their intention, define goals, and achieve results. She has coached them to develop their potential through rewarding work, by stepping into leadership roles and through personal development. Ms. Rodriguez is an ICF Professional Certified Coach and is trained as a Certified Leadership Coach through [Georgetown University](http://www.georgetown.edu)'s prestigious certification program. She is founder of **Sophia Associates**, an international executive and leadership coaching practice dedicated to increasing leadership competencies, strengthening executive performance levels and creating opportunities for personal learning and development.

FOR INFORMATION, visit the website <http://www.sophia-associates.com> or call 410-315-8069 or e-mail [Alicia@sophia-associates.com](mailto:Alicia@sophia-associates.com).

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