

The background of the cover is a scenic landscape. At the top, there are stylized, layered mountain peaks in shades of blue and white, resembling a torn paper effect. Below this, a clear blue sky transitions into a vast mountain range. In the foreground, a calm lake reflects the surrounding scenery. On the left, a small, rustic stone hut with a flat roof sits on a rocky shore. In the distance, several hikers are visible on a path along the water's edge. The overall mood is peaceful and inspiring.

Design the Life You Want to Live Through Personal Goal Setting

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Home Purchase, Maintenance, and Repair - Example

1. Replace the window that was broken	\$100
2. New screen door	\$100
3. Fix closet door	
4. Fix garage roof	\$300
5. Put speakers in the kitchen	\$250
6. Get rid of Spiderman	
7. Mirror in dining room	\$250
8. Finish the wine closet	\$100
9. Explore getting a gas BBQ	\$400
10. Add a clock to the kitchen	\$20
11. Touch up paint throughout house	\$100
12. Paint stairs	\$100
13. Cut trees in front of house	\$400

Home Goal Categories

Structural Maintenance

Upgrade

Repair

Decoration

Organization

Home Purchase, Maintenance, Repair Goals

Home Goal	Cost	Year

Health Goals - Example

1. Take blood pressure medication consistently
2. Get new doctors
3. Exercise 3 times a week
4. Lose 10 lbs.
5. Get a massage once a month

Health

Exercise

Strength: _____

Balance: _____

Aerobic: _____

Flexibility: _____

Coordination: _____

Sports: _____

Every day living: _____

Weight: _____

Nutrition: _____

Investigating/seeking treatment for health issues/conditions

Sleep/rest: _____

Mental rejuvenation: _____

Medications: _____

Alternative medicine: _____

Physical therapy/chiropractic: _____

Massage: _____

Stress reduction: _____

Being your own health advocate with your doctor: _____

Changing Behaviors: _____

Health Screenings

Screenings	Age 20-39	Age 40-49	Age 50+
Physical exam	Every 3 years	Every 2 years	Every year
Blood pressure	Every year	Every year	Every year
TB skin test	Every 5 years	Every 5 years	Every 5 years
Blood tests and urinalysis	Every 3 years	Every 2 years	Every year
EKG	First exam age 30	Every 4 years	Every 3 years
Cholesterol	Men: every 5 years starting age 35	Men: every 5 years; Women: every 5 years starting age 45	Every 5 years
Rectal exam	Every year	Every year	Every year
Colon cancer: Sigmoidoscopy and/or	Check with your doctor for recommended screening schedule	Check with your doctor for recommended screening schedule	Check with your doctor for recommended screening schedule
Bone health	N/A	N/A	Men: discuss with doctor; Women; postmenopausal
Sexually transmitted diseases	Discuss with doctor	Discuss with doctor	Discuss with doctor

Health Screenings - Continued

Immunizations	Age 20-39	Age 40-49	Age 50+
Tetanus Booster	Every 10 years	Every 10 years	Every 10 years
Measles, mumps, rubella	1 dose for women of child bearing years	1 dose for women of child bearing years	N/A
Influenza	Every year	Every year	Every year
Women Only	Age 20-39	Age 40-49	Age 50+
Breast Health: Clinical exam Mammogram Self-exam	Every year N/A Monthly	Every year Every 1-2 years Monthly	Every year Every year Monthly
Reproductive Health (Pap test)	Every 1-3 years	Every 1-3 years	Every 1-3 years
Estrogen	N/A	N/A	Discuss with doctor
Men Only	Age 20-39	Age 40-49	Age 40-49
PSA Blood Test	N/A	Every year for African American men or men with family history of prostate cancer	Every year
Testosterone screening	N/A	Discuss with doctor	Discuss with doctor

Health Goals

Goal	Year

Safety/Risk Management Goals - Example

1. Check smoke detectors
2. Shred papers in garage
3. Add locks to the gates
4. Get a new back door
5. Get a new front door lock
6. New gates
7. Learn CPR
8. Disaster kit
9. Earthquake proof the house
10. Renew earthquake kit
11. Take self defense

Safety/Risk Management Goals Worksheet

- Earthquake proof the house
- Disaster proof
- Disaster plan
- Child proof
- Personal safety
- Fall prevention
- Accident prevention
- Crime prevention
- Grab and Go Records Case
 - Legal, financial, and insurance documents, birth certificate, estate planning, social security cards, prescriptions, driver's license, cash, household inventory
- Contact plan/list
- Household inventory
- Backup document storage (safe deposit box, in-home safe, relative or advisor's house)
- If my spouse were to die, would the household income meet my/our needs?
- Could we withstand an expensive illness and still retire on time?
- If one spouse dies, can the other manage the finances and do they know where all the information is?

Safety/Risk Management Goals

Goal	Year

Strengths/Weaknesses/Opportunities/Threats (SWOT) Analysis

SWOT analysis is a tool often used in business. It works very well for personal planning. There may be some duplication from your Safety/Risk Management goals, but this is a way to make sure you thought of everything.

The following gives an example of the two stages of the tool: the Brainstorm of Issues and Brainstorm of goals generated from the issues.-

Example Strengths/Weaknesses/Opportunities/Threats (SWOT) Analysis

<p>Strengths</p> <ul style="list-style-type: none"> Resilience We work hard We get along well with others We know how to have fun We know about business and finances We are educated 	<p>Weaknesses</p> <ul style="list-style-type: none"> We don't exercise enough We like good food
<p>Opportunities</p> <ul style="list-style-type: none"> Find another job closer to home Start a business Go back to school 	<p>Threats</p> <ul style="list-style-type: none"> High blood pressure Illness Falls Mugged, shot, murdered A weaker U.S. economy Lose our jobs Earthquake (no earthquake insurance) May need to support our mothers Disability

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Example SWOT Analysis - Goals

<p>How can I (we) capitalize on my (our) strengths?</p> <p>Keep an eye on the job market and look for ways to move up in our jobs Keep our network built up</p>	<p>How can I (we) compensate for my (our) weaknesses?</p> <p>Join a gym Eat healthier at restaurants</p>
<p>How can I (we) take advantage of our opportunities?</p> <p>Look for a job closer from home Start a small internet business</p>	<p>How can I (we) prepare for or prevent the impact of my (our) threats?</p> <p>Go to the Gym Wear sensible shoes Fix the staircase Be careful of where we go at night Have our resumes ready Research what jobs are out there and get training if necessary to be prepared Get earthquake insurance Get our earthquake kit up-to-date Build a room onto the house for our mothers Make sure our mothers have Life Insurance and Long Term Healthcare Insurance Save money</p>

SWOT Analysis

Strengths	Weaknesses
Opportunities	Threats

Your SWOT Analysis - Goals

<p>How can I (we) capitalize on my (our) strengths?</p>	<p>How can I (we) compensate for my (our) weaknesses?</p>
<p>How can I (we) take advantage of our opportunities?</p>	<p>How can I (we) prepare for or prevent the impact of my (our) threats?</p>

Personal Growth/Education

Type	Subject	When
Community education		
Private classes		
Retreats		
Reading		
Skill building		
Being mentored/coached		
Educational travel		
Certifications/Professional Designations		
Degrees/Graduate Work		
License		
Increase knowledge		
Develop new skills or enhance existing skills		
Manage or change behaviors		
Change attitudes		
Build Mental Acuity (Puzzles, collect quotations, speed reading, study)		

Spiritual Growth - Worksheet

1. Attend religious or spiritual services
2. Read a spiritual book
3. Take a spiritual class
4. Meditate
5. Connect with nature or the universe
6. Collect quotations
7. Write about your spirituality
8. Share your spirituality with others
9. Attend a speech by a spiritual or religious speaker
10. Take yoga
11. Watch spiritual television
12. Take a walk in a beautiful spiritual place.
13. Listen to uplifting music.

Gratification/Purpose/Meaning

We can be happier if we understand the difference between pleasure and gratification and work to enhance and balance both in our lives.

Gratification (Purpose)

- ◆ Is won through the pursuit of a noble or higher purpose.
- ◆ Is the opposite of pleasure in that it creates meaning and blocks emotion.
- ◆ Creates a state of flow, total absorption, and suspension of consciousness, effortless involvement.
- ◆ Invests in the future.
- ◆ Is hard-won.

Increasing Gratification

- ◆ Gratification is characterized by challenge, goals, feedback, concentration, and suspension of the awareness of time and self.
- ◆ Gratification can be cultivated by utilizing your signature strengths.

What gifts do you have to give to the world?

When are you doing what you really want to do?

Hobbies & Volunteer Work Goals - Example

Singing
Teaching English in China
Helping people with their resumes
Throwing nice showers and parties
Organizing and facilitating book discussions
Decorating our house
Home repair
Gardening and garden design
Writing songs, poetry, travelogues, screen plays, short stories
Learning about other cultures
Cooking and creating new recipes

Hobbies List

Animal-related	Beekeeping	Dog and cat breeding	Herpetoculture
	Keeping or showing pets	Horses	Animal rescue
Arts and Crafts	Crocheting	Building Doll houses	Making Dolls
	Drawing	Embroidery	Knitting
	Miniature figures	Painting	Pottery
	Quilting	Scrap-booking	Sculpture
	Sewing	Stained glass	Stamping
	Weaving	Wood carving	Wood working
Collecting	Antiques	Artwork	Autographs
	Books	Videogames	Coins
	Fossils, rocks	Comic books	Currency
	Dumpster diving	Postcards	Records/CDs
	Rocks and minerals	Scale models	Stamps
	Trading baseball cards	Wine labels	Shot glasses
Computer-related	Animation	Computer games	Graphic designs
Cooking	Baking	Barbecuing	Creating new recipes
	Learning ethnic cooking	Trading recipes	
Electronics	Hardware hacking	Radio or CB radio	Robots
Games	Board games (Chess, Scrabble)	Card games (Bridge, Poker, Backgammon)	Dominoes
	War games	Role-playing	
Making spirits	Home-brewing	Wine-making	
Internet-based hobbies	Blogging	Genealogy	Newsgroups
	Currency bill tracking	Geocaching (treasure hunting)	
Literature	Reading	Writing (Autobiography, Magazine articles, Journaling, Screen plays, Short stories)	Learning foreign languages
	Interactive Fiction		

Hobbies List - Continued

Model Building	Aircraft	Cars	Military Vehicles
	Rockets	Ships	Railroads
	Movie models	Model houses	Matchsticks models
Motor vehicles	Antique cars	Kit cars	Motorcycles
	Off-roading	Trucks	Car detailing
Music	Singing	Playing instruments	Musical composition
	Recording old music	Being in a choir	Listening to music
	Going to concerts	Music history	
Observation	Astronomy	Train, plan, bus spotting	Bird watching
	Butterfly watching	People watching	Animal watching
Outdoor Activities	Backpacking	Camping	Caving
	Canoeing and kayaking	SCUB diving	Gardening
	Hiking	Kite flying	Mountain climbing
	Rafting	Rock climbing	Stone skipping
	Walking		
Photography	Black and white	Scenery	Travel
Puzzles	Jigsaw puzzles	Crossword puzzles	Word seek puzzles
Restoration	Antique machinery	Early computers	Houses
	Sailboats		
Sports	Baseball, softball	Bowling	Cycling
	Dancing	Fantasy sports	Fishing
	Gliding	Hunting	Martial arts
	Paint ball	Sailing	Shooting guns
	Table tennis	Ultimate Frisbee	Golf
Miscellaneous	Science experiments	Film-making	Historical reenactment

Volunteer Work

Conservation	Wild life Clean up	Greenpeace Environmental protection	Recycling Lead nature walks
Building Homes	Habitat for humanity	Peace Corps	Overseas
People Oriented	Churches	Feed People (Meals on Wheels, Project Angel)	Peace Corps
	Schools	Teaching English overseas	Tutoring
	Boards (non-profit, School Boards)	Shelters (homeless, battered women, orphanages)	Overseas community development
	After school programs	Hospitals	Hospice
	AIDs	Small business support	Human rights activism
	Crime victim support	Neighborhood watch	Goodwill/Salvation Army
	Women's Volunteer Groups		

People Oriented

Elder Wisdom Circle: www.elderwisdomcircle.com. Elders 60 to 105 counsel younger people online on careers, siblings, relationships, sex.

Volunteer Opportunities

International: Paid Experiences Overseas

Heifer: Women's Projects in Vietnam and Cambodia. Arlene Withers participated.

www.heifer.org

Cross Cultural Solutions

<http://www.crossculturalsolutions.org/>

Sierra Club

<http://www.sierraclub.org/>

Habitat for Humanity

<http://www.habitat.org/>

Long Beach Women's Shelter

<http://www.womenshelterlb.org/contact.html>

Volunteers Give Advice to People Who E-mail Questions:

www.elderwisdomcircle.org

Junior League Long Beach

<http://www.jllb.org/longbeach/index.jsp>

Soroptimists

<http://www.soroptimist.org/>

Jobs for Career Downsizers

<http://www.myretirementbydesign.com/resources.html#jobs>

Hobbies/Avocations/Volunteer Work Goals

Goal	Year

Pleasure/Leisure/Joy

Pleasure is:

- ◆ Fleeting raw feelings
- ◆ Experienced through the senses and emotions
- ◆ Often brought on by physical, social, or environmental factors
- ◆ Is in the moment, is now
- ◆ Is easy

Cultivating Pleasure

Pleasure pitfall: It habituates easily.

- ◆ You can avoid habituation by spreading out the instances of pleasure in your life so that you experience them more intensely.
- ◆ You can enhance your experience of pleasure by savoring it.
 - ☺ Attention to the present (not thinking about the future)
 - ☺ Conscious focus
 - ☺ Sharpening perceptions
 - ☺ Absorption
 - ☺ Sharing
 - ☺ Memory-building
- ◆ Mindfulness is careful observation of the present in a slow state of mind.
 - ☺ Slow down
 - ☺ Sense your surroundings
 - ☺ Meditate

Pleasures List

Circle the activities that you would like to engage in more or for the first time and add goals for incorporating these activities into your life.

Pedicure	Movies
Go to the Plays	Walk
Hike	Spend time with family
Spend time with friends	Lunch with friends
Shop	Sit in the backyard
Watch the 3 Stooges	Watch "I Love Lucy"
Listen to old radio shows	Be spontaneous
Rearrange a room	Try a new recipe
Listen to the birds	Bird watching
Looking at my landscape	Sit in the sunroom in the morning and look at the flowers
Taking a long shower	Being around creative people with new ideas
Skiing	Being outside
Golf	Knitting
Biking	Watching birds or animals
Take naps	Get hair done
Read	Massage
Rent a hotel room somewhere for a short trip	Visit Museums Art History Science
Go to Borders Bookstore	Look at catalogs
See Authors speak	Go to Pasadena
Travel	Amusement park rides
Fairs	Pig races
Reconnect with long lost family and friends	Zoo
Go to car shows	Watch old "Saturday Night Live" Shows
Go to Musical Comedies	Go to Hermosa Beach, Venice, Santa Monica
Watch sports in person or on television	Play sports
Read the paper	Play poker with friends
Go to the horse races	Read "People" magazine

Pleasure List

Goal Column 1	Goal Column 2

Vacation/Travel

Travel Goals - Example

1. Las Vegas
2. Butan, Burma, India
3. Use Hilton Points
4. Use Starwood Points
5. New Orleans

Vacation Activities

Relaxing	Hiking	Sports
Museums	Nice meals	Cooking
Theme parks	Cruises	Volunteer work
Shopping	Viewing nature	Sight seeing
Reading	Music	Boating
Watching sports	Shows	Demonstrations
Religious ceremonies	Tours: Architecture, Manufacturing, Historical Sites	

Vacation Location Types

Ocean	Mountains	City
Villages	Farms	Ranches
River	Lake	Forest
Jungle	Desert	Island

Vacation Goals

Locale	Activities	When

Building a Legacy

It's important to build a legacy because emotionally it is an important stage in life. It's actually a stage that can happen over and over in life as we move from one job to the next, one organization or group to the next, or as we grow.

The idea is to pass on what you've learned, so that others may benefit from your knowledge, skills, experience, and your own unique perspective. In addition, passing on legacy connects the past with the present.

Others benefit from the legacy you pass on, but you also gain from the experience. It is a way for you to assimilate your own knowledge and to let go of something in order to move on to the next thing.

Legacy Goals - Example

1. Teaching skills, behaviors, values, attitudes
2. Imparting knowledge
3. Coaching/mentoring
4. Writing (personal history, family history, organization history)
5. Genealogy
6. Recording history (for example, family or work history)
7. Creating art that teaches others
8. Leaving property or wealth
9. Leaving a business
10. Impacting others
11. Reminiscing, story telling, memory building
12. Sharing family pictures
13. Making a legacy video

Legacy Goals

Goal	Year

Prioritizing Your Goals

1. Pull the Goals pages out.
2. What's the most important thing?
3. What are your top priorities?
4. Spread your goals to the future (you don't have to do it all now).
5. Ensure you maintain life balance
6. Manage your resources, you have only so many to spend (time, money, energy, love).
7. Assign 1, 2, 3 priorities.

Don't Get Overwhelmed By Your Goals

1. You don't need to look at your goals all the time.
2. Don't punish yourself for not meeting goals.
 - Either delete them because you changed your mind.
 - Move them to the future.
3. You don't have to and can't do everything now.
4. Work to accomplish your goals incrementally.
5. Thinking about an issue is the first step, even if you're not ready to create a plan to resolve it.

Next Steps

1. Review, Renew, Recommit
2. Mid-year review and revision
3. Yearly listing of accomplishments
4. Yearly review of vision, mission, and values
5. Yearly goal setting
6. Take it one step at a time, ask yourself: "What's the most important thing I could do today to build the life I want?"