

Goal Breakdown Exercise

Goal:

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Key Milestones Aligned to the End Goal:

- [Milestone 1]
- [Milestone 2]
- [Milestone 3]



Monthly Milestone

What is the **one (or more) key achievement(s)** by the end of this month?

Milestone:



Weekly Focus Areas (Week 1)

Option 1: Day-by-Day Breakdown

Day	Key Action [Specific action for the day]
Monday	
Tuesday	
Wednesday	
Thursday	
Friday	
Saturday	
Sunday	

Option 2: High-Level Weekly Plan

Focus Area for the Week:



Top 3 Priorities for the Week:

- [Priority 1]
- [Priority 2]
- [Priority 3]



Potential Obstacles & Solutions:

- [Identify a challenge and how you will overcome it]