



FOR HOME

Guide to Making New Year's Resolutions

These tips and this template for planning will support your goals of staying on track with your New Year's resolution. Our planning template will assist you in creating milestones to help ensure that you don't get discouraged.

Templates Included:

- 3 Resolution Planner (Overall Goals)
- 4 Resolution Planner (Individual Goals)

INTERNATIONAL  PAPER

Hammermill®

Tips for Making Your New Year's Resolution

1. Be Realistic

Don't put too much pressure on yourself by setting a goal that is too large or unattainable. This will only set you up for failure, since your progress might be frustrating and discouraging based on the difficulty of attaining your goal. If you start small, you increase the likelihood of being able to accomplish your resolution. You will feel optimistic about your progress and this will help keep you from getting discouraged.

2. Outline Your Plan

Clarify the steps you will need to take to reach your goal. You can then break down these clarified goals into smaller goals that you can achieve weekly or even daily. Breaking your resolution down into smaller goals will help it become a lot more feasible in your head. This will also help you monitor your progress and stay on track. Our resolution planner can help you brainstorm the steps that are needed to accomplish your resolution.

3. Set Milestones

After you have decided on the steps that you will need to take to achieve your goal, it's time to set milestones for yourself. It helps to take the timeline that you have set for yourself and divide into 4 equal time lengths. As an example, if you want to read 100 books by the end of the year, then you would need to break the year into 4 quarters. By the end of the 1st quarter, you should have read about 25 books, and then 50 by the end of the 2nd quarter, and 75 by the 3rd quarter. Don't get discouraged if you haven't reached your 1st or 2nd milestones. Just make sure you edit the rest of your milestones to take into account the missed goal from the 1st milestone.

4. Seek Support

Tell people about your resolution and build a support net for yourself. You may have friends that have made the same resolution before and can help give you advice based on their experience. The act of just telling someone makes you consciously commit to your resolution. The people you tell can help provide encouragement and help you celebrate your milestones.

What You Will Need

Hammermill® Copy 20 lb.
Pen

New Year's Resolutions

MY PERSONAL GOALS

MY PROFESSIONAL GOALS

WHY ARE THESE GOALS IMPORTANT TO ME?

WHAT IS MY PLAN OF ACTION?

	/	/
Goal		
Plan		
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New Year's Resolutions

GOAL

START DATE

COMPLETION DATE

STEPS TO REACHING MY GOAL

1.

2.

3.

4.

MILESTONES

1.

2.

3.

4.

TRACK YOUR PROGRESS

Color the bar in as you make progress.

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