

Royal Life Coaching

Date: ___/___/___ Name: _____

1 Month Plan

Take those priority items and put them in a list for month 1. Put the rest in a list for month 2, and save for later.

For each of these items, brainstorm ALL the TASKS that will need to be accomplished in order to accomplish these sub-goals in 30 days. Write down everything you can think of. Detail is important here, because these tasks need to be executable and not leave anything out.

Priority Item to be completed: _____

_____ Task: _____

- _____
- _____

_____ Task: _____

- _____
- _____

_____ Task: _____

- _____
- _____

_____ Task: _____

- _____
- _____

Now prioritize each item on a scale of 1 to 4, by writing the numbers next to each item. 1 represents the most important OR needs to be done before you begin on other tasks and 4 being least important. You now have the next 4 weeks' tasks.