

Weekly Action Plan

Setting weekly and daily goals helps you stay directed and focused. Use this worksheet at the start of each week to help you select SMART goals (see definition in the box below) as well as plan specific steps you'll take to meet each goal.

SMART GOAL: (S=specific, M=measurable, A=action-oriented, R=realistic, T=time sensitive)	PLAN TO REACH GOAL: Tools and structures needed	I AM ____% CONFIDENT that I can do this	How can I INCREASE MY CONFIDENCE?
EX: Review new Spanish vocabulary ten minutes daily.	Put vocab into flashcard app or quizlet and test myself for 10 minutes each night before bed.	75%	Make a check-list to keep track of each night I use flashcards. Reward self at end of the week if I stick to plan.
1.			
2.			
3.			
4			



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