

Changing Habits and Establishing Goals

Personal Action Plan

Making changes to long standing habits is a process not a one off event, but before you can start changing any of your habits it is important to know which habits you want to change and what you want to change them to.

You will need to set some goals which will define exactly what you would like to achieve in relation to each habit. This action plan can be used to record your goals and monitor your progress.

Your goals should be:

1. Really important to you and something that you can be passionate about
2. SMART — Specific, Measurable, Achievable, Realistic and Time bound (this way you will know exactly how you are progressing towards achieving them).
3. Focused on positive actions rather than negative actions e.g. set your goal as “eat fruit for dessert” rather than setting your goal as “don’t eat cake for dessert”

For major long term goals it is a good idea to break them down into "bite-sized" pieces which you can then achieve in a reasonable time frame (even setting yourself goals for a single day is OK).

Personal goals for: _____

Goals: (dd/mm/yy) from _____ to _____

Goals — specific, measurable, achievable, realistic and time bound

Goals for changing diet habits: (eg. drink water with dinner for a month)

Goals for changing activity habits: (eg. hop off the bus 1 stop earlier for the next week)

Goals for stress management, relaxation and enhancing social relationships or networks: (eg. gather a group of friends for a bike ride this weekend)

Review of progress and celebratory personal rewards

Photocopy this page as required