

# Beyond Goal Setting: 4 Steps to Success

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A new year is nearly upon us and that can prompt people to do some goal setting. Goal setting is a great practice. When we engage in it we have a chance to think about where we want to go, what we want to achieve. The danger is when we only go that far.

**A goal is great, but it won't get you where you want to be.  
You have to create the plan for achieving those goals.**

So, let's take a look at a practice to can get you to your goals:

## **1. Set realistic and measurable goals.**

They can have some stretch to them but you don't want them to be so far out that they are unattainable. You also want to be sure they can be measured.

## **2. Visualize what your business looks like once the goal has been met.**

- **How much revenue are you realizing?**
- **What kinds of clients are you working with?**
- **How are you spending your time?**

Now that you have a clear picture, work backward to set shorter term goals. Here's an example:

Take your annual revenue goal and break it down monthly. Keep in mind how your business tends to roll so you can set accurate monthly revenue goals. When you can deal with a shorter term goal it is easier to see and feels more doable.

## **3. Break short term goals into specific action steps.**

What can you do immediately to start the process? Make sure you add due dates to these action steps. You can also put them on a calendar so that they have a time to be done.

## **4. Create a monitoring system.**

One that I find works well is to set some time on the last day of the month to review how things have gone.

- What worked?
- What didn't work?
- Did you hit your numbers?
- What plan should you make or tweak for the coming month?

When you do this you are making sure you are adjusting in the moment. One of the mistakes we make is not monitoring our progress. Then we get close to the end of the year and discover that we are nowhere near where we wanted to be. Unfortunately, it's too late to do anything about it! So, choose to monitor on a regular basis and make adjustments as needed.

It's great to make goals. One of them should be a commitment to the process of action planning. When you make that commitment you will find yourself achieving more of your goals than in the past.



## About Diane Helbig

Diane Helbig is an internationally recognized business and leadership development coach, [author](#), speaker, and [radio show host](#). As a certified, professional coach and president of [Seize This Day Coaching](#), Diane helps businesses and organizations operate more constructively and profitably. She evaluates, encourages, and guides her clients.

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