

Vision

| |
|--|
| |
|--|

Annual Goals – *What* you will accomplish this year

| |
|--|
| |
| |
| |

Quarterly Goals – *What* you will accomplish in the next 3 months

| |
|--|
| |
| |
| |

Business Quarterly Action Plan – *HOW* you'll do it - your strategies for success

| |
|--|
| |
| |
| |

Personal Action Plan – *WHO*

| |
|--|
| |
| |
| |

Key Performance Indicators – *MEASURE* your progress

| |
|--|
| |
| |
| |
| |
| |

Keep this plan visible at all times for more sense of purpose, focus & better results