

Step #8: BABY STEPS

Considering your goal, outline each month ie activities you will do in each month to keep you moving forward one step at a time.

- **a milestone target** – (i.e. your goal is to double your sales by the end of the year, so each month, you will increase by 5%, so in 10 months you have doubled your goal.)
- **special projects or initiatives you are doing to support accomplishing your goal** (i.e. in Feb you might purge all files and update all contacts in support of organization)
- **Activities** (1x or on-going) you are doing to overcome obstacles (i.e. 5 networking events/mo.)

Jan. 1 _____ 2 _____ 3 _____ 4 _____ 5 _____	Feb. 1 _____ 2 _____ 3 _____ 4 _____ 5 _____	March 1 _____ 2 _____ 3 _____ 4 _____ 5 _____
April 1 _____ 2 _____ 3 _____ 4 _____ 5 _____	May 1 _____ 2 _____ 3 _____ 4 _____ 5 _____	June 1 _____ 2 _____ 3 _____ 4 _____ 5 _____
July 1 _____ 2 _____ 3 _____ 4 _____ 5 _____	Aug. 1 _____ 2 _____ 3 _____ 4 _____ 5 _____	Sept. 1 _____ 2 _____ 3 _____ 4 _____ 5 _____
Oct. 1 _____ 2 _____ 3 _____ 4 _____ 5 _____	Nov. 1 _____ 2 _____ 3 _____ 4 _____ 5 _____	Dec. 1 _____ 2 _____ 3 _____ 4 _____ 5 _____