



# SETTING A PERSONAL GOAL

| My Goal or Pledge | My Barriers | My Action Plan to Make it Happen | How Will the Changes Benefit My Life? |
|-------------------|-------------|----------------------------------|---------------------------------------|
|                   |             |                                  |                                       |
|                   |             |                                  |                                       |
|                   |             |                                  |                                       |
|                   |             |                                  |                                       |

**What would you like to achieve during March?**

Use this template to set small targets to help you achieve your goals. You could also share your achievements with your team!

| How to Complete the Template   |  | Tips / Suggestions to Get Moving More   |   |
|--|--|---|---|
| <p><b>Barriers</b></p> <p>What is stopping you from reaching your goal? Be honest, this will help you work out why and how to remove them.</p>   |  | <p><b>Take a Break:</b></p> <ul style="list-style-type: none"> <li>• Get the kettle on but don't just stand there as the kettle boils – try some squats or dancing on the spot</li> <li>• Instead of sitting down whilst on the phone or in digital meeting, try getting outside for a 'walk and talk' (head somewhere quiet!)</li> </ul> |   |
| <p><b>My Action Plan</b></p> <p>These are the little steps you can take to help you overcome your barriers. Some may be quicker and easier to achieve than others but just being aware of them is a step in the right direction.</p> |  | <p><b>During the Working Day:</b></p> <ul style="list-style-type: none"> <li>• Stand more during the day – minimum 2-3 mins every 30 minutes</li> <li>• Drink more water and from a smaller bottle</li> <li>• Use the stairs more or come up with a plan to climb them a number of times a day</li> </ul>                                 |   |
| <p><b>What Are the Benefits?</b></p> <p>These are the positive benefits that achieving your goals will bring to your life. These can be short, medium, and long term benefits to you and the people around you.</p>                  |  | <p><b>Connecting with Your Team:</b></p> <ul style="list-style-type: none"> <li>• Share your goals – they can help motivate you to keep going</li> <li>• Plan activity together – maybe you can all take a break at the same time – even if you are in different places</li> </ul>  |   |
| <p><b>My Goal</b></p> <p>For example:<br/>To be active for a minimum of 26 minutes a day</p>   | <p><b>Barriers</b></p> <ul style="list-style-type: none"> <li>• Lack of time</li> <li>• Uncomfortable trainers</li> <li>• No reason to move</li> </ul> | <p><b>Action Plan</b></p> <ul style="list-style-type: none"> <li>• Planned dog walk before work</li> <li>• Dance when I boil the kettle</li> <li>• Get some comfortable trainers</li> </ul>   | <p><b>How the Changes Can Benefit My Life</b></p> <ul style="list-style-type: none"> <li>• Feel fitter</li> <li>• Better concentration</li> <li>• Improved sleep</li> </ul> |

**A LITTLE CHANGE MAKES A BIG DIFFERENCE**