



MONTHLY ACTION PLAN

DIRECTIONS

Use the below worksheet to map out your monthly plan of action. If you're using a daily planner in addition to this, let your Monthly Action Plan feed into your daily plan.

Establish a goal for the month. Identify the steps you need to take to reach your overall goal, and put each one into a separate row. Then map out the steps, resources, timeframe, and indicator of success, or outcome, for each individual goal. No need to use all of the rows, and you can use more if necessary. But you shouldn't have more than ten each month.

Remember to:

- Leave room for unexpecteds and improvisation.
- Establish a reward for achieving each goal, and reward yourself often!
- Reach out for help when you feel stuck! Use your lifeline.
- Take it slow. Celebrate the "small wins."

*When you achieve a goal, feel free to send me an email to carrie@carrieolsenvo.com so I can celebrate with you! Or post in the **Facebook group** with the hashtag #vogoals.*



MONTHLY ACTION PLAN

N A M E

M O N T H

M O N T H L Y G O A L

GOAL

STEPS TO ACHIEVE
MY GOAL

RESOURCES NEEDED

TIMELINE FOR
ACHIEVEMENT

INDICATION OF
SUCCESS
