



Coach Jane

What's Next?

One of my favourite quotes is "life is a daring adventure or it is nothing" by Helen Keller. This is my personal theme for the year, so look out world we are in for some adventure.

The summer holidays are over and for those of us lucky enough to enjoy the lazy days of summer, getting back into a hectic schedule can be a challenge. If you are a student or a teacher you know what September means. For businesses it is much the same.

Some of my clients think of September as the beginning of a new year. What's next for you this fall? You can set yourself up for success by following these 5 steps:

- 1. What do you want to accomplish?** Create a vision of what you would like to accomplish over the next three months. I always encourage clients to make this realistic, remember you are going to do the work. You want to set yourself up for success. Write it down and review it often. Making a visual helps.
- 2. How will you do this?** What actions can you take? It is much easier to break things down into smaller goals. For example, I recently started writing a book. Now the thought of writing a book is a daunting task. When I break it down into one or two hour blocks of time to write, not only is it a much easier task but I also have a sense of accomplishment. Write down your plan and include all the steps.
- 3. When will you do this?** Some of us are great on the ideas and the planning it is the doing where we get stuck. Needless to say, action is the most important step. Put some dates beside the actions you are going to take. One thing I have learned it really doesn't matter where you start - just start. So many times we want to wait until everything is perfect. Just get started.
- 4. What will keep you on track?** Understand we all have days or circumstances that pull us off course. Working with a coach is one way to stay focused and accountable. What will you do?
- 5. How will you measure your success?** It is important to know as you move forward that you are going in the right direction. Are your actions getting you the results you want? Make sure your plan is in writing, it is a wonderful tool to use later, to reflect and see how far you have come.

Wishing all of you smooth sailing as you move forward with your busy life this fall. ***May your life be awesome and your success sweet!***

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