

How to get back on track by Joan Weir

As the year progresses how are you feeling about your business or your life? Like most people you probably had some goals of one kind or another for the year. Maybe you started with good intentions, but then found reasons and excuses not to keep to your goals. So, are you on track, or have your goals faded with time and become just a dream?

The good news is that it's not too late to get back on track, and what better time than now!

Here are **7 key steps** to help you get back on track and have a great year:

1. **Reconfirm your goals or set some new goals.** Ensure your goals are specific, realistic, inspirational, measurable, achievable and with a clear time frame.
2. **Write them down!** Writing down your goals makes them more tangible and real. If this is the only step you do, you will still have a greater chance of success than those who don't commit to paper.
3. **Make your goals visible.** Display your goals around your house/ office, or as screensaver on your computer. And read them every day.
4. **Be consistent.** Do something towards your goal every day. Even if it's a small step, still do it. Consistency of action is a key ingredient to success.
5. **Get yourself a buddy, a support team or a coach.** Have someone who will hold you accountable and keep you honest. Having someone we have to "report to" on a regular basis is a great motivator!
6. **Know why you want your goal.** Being very clear on why the goal is important to you will help motivate you when you most need it.
7. **Acknowledge yourself!** Too often we forget to acknowledge the steps we have taken. Acknowledging yourself has a positive effect on how you feel, and will help you stay on track.

Remember, ordinary things, consistently done, produce extraordinary results.

(Joan Weir is a qualified Personal Coach specialising in coaching solo business owners and women in transition. For a free introductory coaching session, go to www.businessandpersonalcoaching.com)