*Mindset Memo*

**Strategic Plan – Name**

Updated: 04/22/2022

Competency Training Topic: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Goal**

**ACHIEVED BY JULY 15th**

1. **Write the goal you would like to accomplish.**

* Add additional details about the goal. These should be items that are measurable, not vague.
* More details
* Use as many lines as you need

**FAIL POINTS**

* If you meet your goal, what could still make this a FAIL?
* What else?
* What else?
* Use as many lines as you need.

**30-Day Execution (these are your 30-Day To-Do’s)**

**TO BE ACHIEVED BY May Training Session**

* + What do you need to do in the next 30 (ish) days to be on target to complete your goal by July 15th?
  + What else? Be specific. This is your ‘to-do’ list to work from to achieve your goal.
  + Anything else?
  + Use as many lines as you need.

**FAIL POINTS (for 30 day execution)**

* If you accomplish your 30 day to-do’s that you’ve listed above, is there something that could still make this execution a fail?
* What else
* Use as many lines as you need.