

YOUR PERSONAL PLANNER



SMART GOALS PLANNER

*to help you stay on top of your goals and
give you extra tips & tricks for success*

STUDY TODAY

NICOLE DE HAAN

“Progress is
IMPOSSIBLE
without change.”

- WALT DISNEY
(FOUNDER OF DISNEY)

Bonus tip!



BONUS TIP FROM NICOLE

Schrijf ook op hoelang een "task" duurt,
op deze manier wordt je to-do list
een stuk overzichtelijker.

Bijvoorbeeld:

- Koffie zetten (5 min)
- Artikel lezen (10 min)
- Podcast luisteren (15 min)
- Mail checken (15 min)

CHECKLIST

01 _____ ☐

02 _____ ☐

03 _____ ☐

04 _____ ☐

05 _____ ☐

06 _____ ☐

07 _____ ☐

the Checklist

01 _____ ☐

02 _____ ☐

03 _____ ☐

04 _____ ☐

05 _____ ☐

06 _____ ☐

07 _____ ☐

*Have a
fabulous day
today!*

CHECKLIST

01 _____ ☐

02 _____ ☐

03 _____ ☐

04 _____ ☐

05 _____ ☐

06 _____ ☐

07 _____ ☐

MY FABULOUS TO-DO LIST

01 _____ ☐

02 _____ ☐

03 _____ ☐

04 _____ ☐

05 _____ ☐

06 _____ ☐

07 _____ ☐

GOAL PLANNING WORKSHEET

WHAT IS YOUR GOAL?

ACTION STEPS

01 _____

02 _____

03 _____

STARTING DATE:

DEADLINE:

MARK COMPLETE:

GOAL PLANNING WORKSHEET

MY GOAL IS.....

ACTION STEPS

01 _____

02 _____

03 _____

STARTING DATE:

DEADLINE:

MARK COMPLETE:

GOAL PLANNING WORKSHEET

QWHA

WHAT IS YOUR GOAL?

3 ACTION STEPS

01

02 _____

03

NOTES

[illegible]

THE GOAL PLANNER

WHAT IS YOUR GOAL?

WHY IS ACHIEVING THIS GOAL IMPORTANT?

RESOURCES

3 ACTION STEPS

01

02

03

STARTING DATE:

DEADLINE:

MARK COMPLETE:

GOAL PLANNING WORKSHEET

WHAT IS YOUR GOAL?

DEADLINE:

3 ACTION STEPS

01 _____

02 _____

03 _____

WHAT IS YOUR GOAL?

DEADLINE:

3 ACTION STEPS

01 _____

02 _____

03 _____

“A Goal Without
A Plan Is Just
A Wish.”

- ANTOINE DE SAINT EXUPERY

SMART GOALS



WHAT IS YOUR GOAL?



HOW WILL YOU KNOW THAT YOUR GOAL HAS BEEN ACCOMPLISHED?



WHAT STEPS ARE YOU GOING TO TAKE TO ACCOMPLISH THIS GOAL?



WHAT MAKES THIS GOAL WORTH WORKING FOR?



WHEN IS THE DEADLINE?

DAILY PLANNER

DAILY SCHEDULE

8 AM _____ ☐

9 AM _____ ☐

10 AM _____ ☐

11 AM _____ ☐

12 AM _____ ☐

1 PM _____ ☐

2 PM _____ ☐

3 PM _____ ☐

4 PM _____ ☐

5 PM _____ ☐

TOP PRIORITIES

1 _____

2 _____

3 _____

SELF CARE



NOTES

DAILY PLANNER


DAILY SCHEDULE

8am	_____	<input type="checkbox"/>
9am	_____	<input type="checkbox"/>
10am	_____	<input type="checkbox"/>
11am	_____	<input type="checkbox"/>
12am	_____	<input type="checkbox"/>
1pm	_____	<input type="checkbox"/>
2pm	_____	<input type="checkbox"/>
3pm	_____	<input type="checkbox"/>
4pm	_____	<input type="checkbox"/>
5pm	_____	<input type="checkbox"/>
6pm	_____	<input type="checkbox"/>

TOP PRIORITIES

1	_____
2	_____
3	_____
4	_____
5	_____
6	_____

NOTES

_____	

MONDAY

FRIDAY

TUESDAY

SATURDAY

WEDNESDAY

SUNDAY

THURSDAY

BONUS NOTES

*One of my
favorite quotes!*

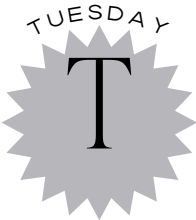
“Progress is
IMPOSSIBLE
without change.”

- WALT DISNEY
(FOUNDER OF DISNEY)

WEEKLY PLANNER



Three horizontal lines for writing on Monday.



Three horizontal lines for writing on Tuesday.



Three horizontal lines for writing on Wednesday.



Three horizontal lines for writing on Thursday.



Three horizontal lines for writing on Friday.

PODCASTS I WANT TO LISTEN TO THIS WEEK

01 _____ ☐

02 _____ ☐

03 _____ ☐

04 _____ ☐

05 _____ ☐

06 _____ ☐

07 _____ ☐

PODCASTS I WANT TO LISTEN TO THIS MONTH

01 _____ ☐

02 _____ ☐

03 _____ ☐

04 _____ ☐

05 _____ ☐

06 _____ ☐

07 _____ ☐

PODCASTS I WANT TO LISTEN TO THIS MONTH

01 _____ ☐

02 _____ ☐

03 _____ ☐

04 _____ ☐

05 _____ ☐

06 _____ ☐

07 _____ ☐

PODCASTS I WANT TO LISTEN TO THIS MONTH

01 _____ ☐

02 _____ ☐

03 _____ ☐

04 _____ ☐

05 _____ ☐

06 _____ ☐

07 _____ ☐

“Discipline is
choosing between
what you want
NOW and what
you want MOST.”

- Abraham Lincoln

*Have a
fabulous day
today!*

MY CHECKLIST

01 _____ ☐

02 _____ ☐

03 _____ ☐

04 _____ ☐

05 _____ ☐

06 _____ ☐

07 _____ ☐

CHECKLIST WORKSHEET

CHECKLIST

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CHECKLIST

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MY FABULOUS TO-DO LISTS

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MY NOTES

MY NOTES

THINGS I'VE ACCOMPLISHED

THINGS I'M EXCITED ABOUT

IMPORTANT THINGS TO REMEMBER

THE TED TALK I LISTENED TO THIS WEEK

MY NOTES

THINGS I THOUGHT WERE INTERESTING

KEY WORDS FOR MY SUMMARY

IMPORTANT THINGS TO REMEMBER

<input type="checkbox"/>	_____	<input type="checkbox"/>	_____
<input type="checkbox"/>	_____	<input type="checkbox"/>	_____
<input type="checkbox"/>	_____	<input type="checkbox"/>	_____

THE PODCAST I LISTENED TO THIS WEEK

MY NOTES

THINGS I THOUGHT WERE INTERESTING

KEY WORDS FOR MY SUMMARY

IMPORTANT THINGS TO REMEMBER

<input type="checkbox"/>	_____	<input type="checkbox"/>	_____
<input type="checkbox"/>	_____	<input type="checkbox"/>	_____
<input type="checkbox"/>	_____	<input type="checkbox"/>	_____

PODCASTS I LISTENED TO THIS WEEK

MY NOTES

THINGS I THOUGHT WERE INTERESTING

KEY WORDS FOR MY SUMMARY

IMPORTANT THINGS TO REMEMBER

<input type="checkbox"/>	_____	<input type="checkbox"/>	_____
<input type="checkbox"/>	_____	<input type="checkbox"/>	_____
<input type="checkbox"/>	_____	<input type="checkbox"/>	_____

THE ARTICLE I READ THIS WEEK

MY NOTES

THINGS I THOUGHT WERE INTERESTING

KEY WORDS FOR MY SUMMARY

IMPORTANT THINGS TO REMEMBER

<input type="checkbox"/>	_____	<input type="checkbox"/>	_____
<input type="checkbox"/>	_____	<input type="checkbox"/>	_____
<input type="checkbox"/>	_____	<input type="checkbox"/>	_____

MY FAB NOTES

MY NOTES

THINGS I'VE ACCOMPLISHED

THINGS I'M EXCITED ABOUT

IMPORTANT THINGS TO REMEMBER

<input type="checkbox"/>	_____	<input type="checkbox"/>	_____
<input type="checkbox"/>	_____	<input type="checkbox"/>	_____
<input type="checkbox"/>	_____	<input type="checkbox"/>	_____

“It Is Never
Too Late
To Start.”