

IGS 22



How do I **stay focused** and on track?

First, accept personal responsibility for staying on track. It's not up to anyone else, just you. You alone decide what you want to accomplish, and when. Life has a way of distracting us from what we'd like to be doing much of the time, so use the reminders and resources to help keep part of your attention on your short- and long-term goals.

Most importantly, don't ignore your Goal plan reminders. If you fall behind, refocus your efforts, update your Goal plan, change any deadlines that need to be changed, and keep at it. Take short and easy baby-steps if necessary, but keep on going. You'll keep getting closer and eventually you will get there.