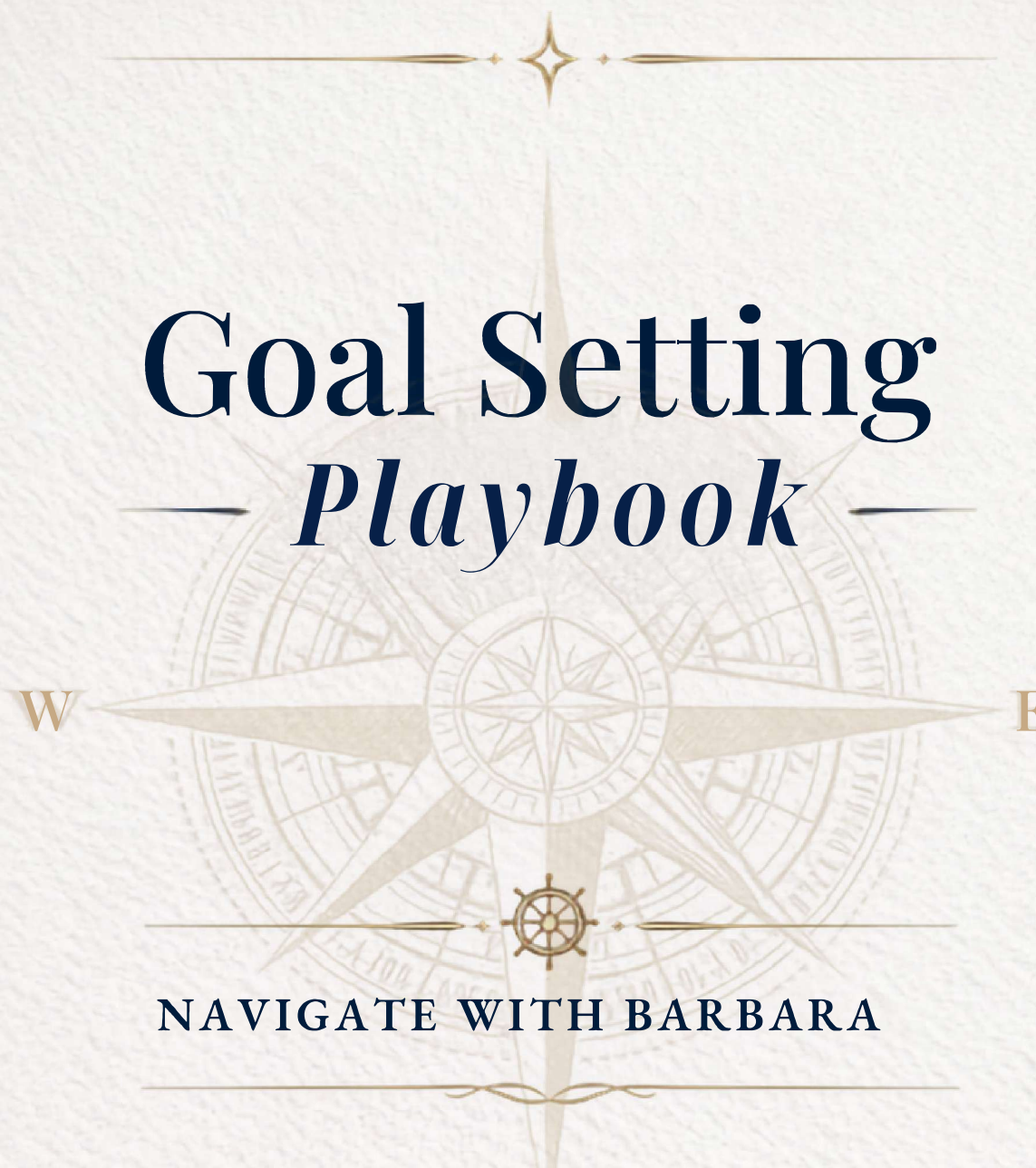




Goal Setting *Playbook*

NAVIGATE WITH BARBARA

“Navigate your life with clarity, discover your true direction, and make meaningful progress toward the horizon.”

— Turn one wish into a finished goal - in 7 simple steps —

About Your Coach

Barbara Legg is a SUCCESS Certified Coach who helps Realtors find their super power so they don't get burned out. With 20 years of experience in real estate, Barbara combines proven coaching frameworks with personalized strategies to help clients create lasting change.

Barbara believes that everyone has the capacity for extraordinary growth when given the right support, structure, and accountability.

I'd love to support you on your journey.

Navigate your life with Barbara
NavigateWithBarbara.com
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— Barbara



Built on the proven SUCCESS coaching methodology. Use it on your own, or with a certified coach to accelerate your results.

Why Most Goals Fail *(And What this fixes!)*

You already know what you want. That's never been the problem.

The problem is that wanting something is not the same as having a structure for it. Goals fail for predictable reasons: they stay vague, they rely on motivation instead of a system, they pretend obstacles don't exist, and they have no feedback loop to catch you when you drift.

There is a proven, research-backed method for the planning side of this. Psychologist Gabriele Oettingen spent two decades studying motivation and built a four-part method called **WOOP** — Wish, Outcome, Obstacle, Plan. It works, and the research backs it: holding your dream and your real obstacles in mind at the same time, then making a concrete plan, reliably raises follow-through.

The SUCCESS System is built on that proven foundation - and extends it. It keeps everything that makes WOOP work and adds the three things that carry a plan all the way to done: support, reflection, and momentum. Seven steps in all:

S — Set Your Intention *(Your Wish + Outcome)*

U — Understand the Obstacles *(Your Obstacle)*

C — Create Your System *(Your Plan)*

C — Commit to Action *(Your Plan, Locked in)*

E — Engage Support

S — Score and Reflect

S — Sustain Momentum

WOOP builds the plan. The SUCCESS System helps you live it.

Set aside 45 to 60 minutes. Find a quiet space, and answer every prompt honestly. What you get out of this is exactly proportional to what you put in.

Step 1 – Set Your Intention (S)

WOOP's Wish and Outcome live here.

Most people set goals based on what they think they should want. Your first job is to cut through that noise and find what you actually want, and why.

YOUR WISH

In one sentence, what do you most want to achieve in the next 90 days? Make it challenging, but possible.

MAKE IT SPECIFIC

Now sharpen it into a goal statement:

By (Date), I will (Specific Measurable Outcome)
because (Why it Matters to Me).

YOUR GOAL STATEMENT

By _____, I will _____
because _____

PICTURE THE OUTCOME

Close your eyes for one minute. Imagine you have already succeeded. What is the single best thing about reaching this goal - how does it feel, what has changed in a day of your life? Write what you saw:

THE CLARITY CHECK

- ☐ Someone else could read my goal and know exactly what success looks like.
- ☐ There is a number and a date attached.
- ☐ My "because" reflects something deeply personal, not superficial.

If you checked all three, move on. If not, rewrite until you can.

Step 2 -Understand the Obstacles (U)

This is WOOP's Obstacle - this is the half people most want to skip, and the half that makes the whole thing work!

Oettingen's research is clear: picturing the win only helps if you also face what's in the way. So let's be honest about the barriers.

YOUR INNER OBSTACLE (THE MOST IMPORTANT ONE)

What is the ONE belief, fear, or habit inside you that most stands between you and this goal?

How does it actually show up in your day-to-day?

YOUR OUTER OBSTACLES

These are the circumstances, environments, and external factors in your way.

Outer Obstacle	Is this within my control, influence, or neither?	What can I do about it?
Lack of time in the evening	Influence	Restructure mornings, delegate one task

Step 3 - Create Your System (C)

WOOP's Plan begins here. Goals set the direction; systems get you there.

You don't rise to the level of your goals - you fall to the level of your systems. So we replace willpower with a small, repeatable daily habit.

YOUR KEYSTONE HABIT

What is **one** daily action that, done consistently, would move this goal the most?

Each day I will _____

MAKE IT SMALL ENOUGH TO NEVER FAIL

Shrink it until it's almost too small to skip on a bad day. (Not "run 5 miles" - Put my shoes on and walk to the corner.")

ANCHOR IT TO SOMETHING YOU ALREADY DO

After I (EXISTING DAILY HABIT), I will (NEW HABIT).

- After I _____, I will _____

Example — After I have my morning coffee, I will write one personal note.



Step 4 - Commit to Action (C)

WOOP's Plan, locked in. This is the single highest-leverage step in the playbook!

Decades of research by Peter Gollwitzer show that "if-then" plans roughly double follow-through. They work by handing the decision to a cue, so you don't have to rely on remembering or feeling motivated.

YOUR ACTION TRIGGER

If [SPECIFIC TIME / PLACE / EVENT], then I will [YOUR HABIT].

If _____, then I will _____

YOUR OBSTACLE TRIGGER

Name the moment you're most likely to slip - and decide *now* what you'll do instead.

If [TEMPTATION OR OBSTACLE], then I will [YOUR RESPONSE].

If _____, then I will _____



Step 5 - Engage Support (E)

This is where the SUCCESS System extends WOOP. Going it alone is the most common reason goals stall. Sharing weekly progress with someone measurably raises your odds.

My accountability partner is: _____

We will check in every: ☐ Day ☐ Week on _____

How I'll report: _____

A coach is the strongest version of this. If you want a structured partner in this goal, that's exactly what I do — Barbara@SuccessWithBarbara.com

Step 6: Score and Reflect (S)

The SUCCESS extension. Without a feedback loop, you drift off course without noticing. The fix is a daily check-in so small it takes seconds, plus a short weekly review. (Use the Daily Check-In sheet on the next page.)

MY WEEKLY REVIEW DAY AND TIME

Three weekly review questions:

1. Did I keep my habit this week? How many days out of seven?
2. What got in the way, and what's my if-then for it next week?
3. What's one small win worth acknowledging?



Step 7 - Sustain Momentum (S)

The SUCCESS extension. A single missed day never ruins a goal - but believing it does, will. The rule is simple: *never miss twice*.

My recovery rule: If I miss a day, then I will _____ the very next day - no guilt.
My streak so far: _____ days - My next milestone: _____ days.

When you reach this goal, you don't stop - you return to Step 1 from a new, higher baseline. That's how SUCCESS compounds.



Daily Check In:

Print this page. One row a day. Keep it where you'll see it. The whole thing takes 30 seconds.

My Goal: _____

My daily habit (if____, then I will _____

Day	Did I do my habit?	Energy 1-5	One word for today	On track?
Mon	☐ Y ☐ N	_____	_____	☐
Tue	☐ Y ☐ N	_____	_____	☐
Wed	☐ Y ☐ N	_____	_____	☐
Thu	☐ Y ☐ N	_____	_____	☐
Fri	☐ Y ☐ N	_____	_____	☐
Sat	☐ Y ☐ N	_____	_____	☐
Sun	☐ Y ☐ N	_____	_____	☐

Streak this week: _____ / 7

END-OF-WEEK REFLECTION

What worked? _____

What got in the way? _____

My if-then for that obstacle next week:

If _____, then I will _____

One win I'm acknowledging: _____

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