

First, visualize your future in terms of three departments: work, home, and social. Dividing your life this way keeps you from becoming confused, prevents conflicts, helps you look at the whole picture.

Second, demand of yourself clear, precise answers to these questions: What do I want to accomplish with my life? What do I want to be? and What does it take to satisfy me?

Use the planning guide below to help.

### AN IMAGE OF ME, 10 YEARS FROM NOW: 10 YEARS' PLANNING GUIDE

#### A. *Work Department:* 10 years from now:

1. What income level do I want to attain?
2. What level of responsibility do I seek?
3. How much authority do I want to command?
4. What prestige do I expect to gain from my work?

#### B. *Home Department:* 10 years from now:

1. What kind of standard of living do I want to provide for my family and myself?
2. What kind of house do I want to live in?
3. What kind of vacations do I want to take?
4. What financial support do I want to give my children in their early adult years?

#### C. *Social Department:* 10 years from now:

1. What kinds of friends do I want to have?
2. What social groups do I want to join?
3. What community leadership positions would I like to hold?
4. What worthwhile causes do I want to champion?