



## Goal Achievement System

### 1. Help the client to clarify their goal and set a realistic deadline

If the client talks vaguely about their goal help them to make their goal specific and encourage them to set a realistic deadline. Doing these two things will already make it much more likely that they will achieve their goal.

### 2. Use Reality Shifting to get the client in the optimal mindset for achieving their goal

Apply Reality Shifting until the client says: *"I'm 100% certain I will achieve my goal by the deadline."*

### 3. Check the client knows how to achieve their goal and has a written plan in place

Firstly check with the client if they know how to achieve their goal. If they don't then encourage them to find someone who does know how to achieve and to ask them what steps they need to follow.

Then ask the client if they have a written plan in place for achieving their goal. If they don't then encourage them to make one and give them the Goal Achievement Plan template to help them to do that. Even if they have already made a written plan you can still give them the Goal Achievement Plan template so they can use it to check and refine their plan.

### 4. Use Reality Shifting again to check that the client is 100% confident in their plan

Say to the client: *"Think about your goal and your plan...How certain are you between 0 and 100% that you will achieve your goal by the deadline?"*

If they say anything less than 100% then continue to use Reality Shifting until they get to the point where they say *"I'm 100% certain I will achieve my goal by the deadline."*

*During this step the client may realise things they need to change about their plan, in which case you should write them down so you can remind the client of them once you finish the Reality Shifting process.*

### 5. Encourage the client to execute their plan and to review it periodically

The first version of a plan is never the perfect plan so encourage the client to review their plan and make adjustments to it periodically. If they have used the Goal Achievement Plan template they will have already decided on the frequency they will do this.

### 6. Use Reality Shifting if ever the client starts to feel blocked about their goal again

If it is a challenging goal for the client it is a good idea to agree with them how often you will use Reality Shifting to ensure that they remain in a conducive mindset for achieving their goal.

Otherwise you can simply use Reality Shifting if ever the client starts to feel blocked about their goal again.

You will use Reality Shifting during this step in exactly the same way you did in Step 4. You will say to the client: *"Think about your goal and your plan... ..How certain are you between 0 and 100% that you will achieve your goal by the deadline?"*

If they say anything less than 100% then continue to use Reality Shifting until they get to the point where they say *"I'm 100% certain I will achieve my goal by the deadline."*