

## Planning to Win - Action Plan Template

**Directions:**

The following action plan is divided into 3 columns. Each column represents a type of challenge that you might face while working remotely in online programs. In each column please do the following:

1. Write down the main obstacles you might face related to that challenge.
2. Write down at least 3 concrete steps to support you to overcome the obstacles you identified.

| Type of challenges you might face                      |   |  |
|--|---|--|
| Staying focused  | Feeling isolated  | Keeping motivated                                      |
| Obstacles I might face to stay focused:                | Obstacles I might face that can lead me to feel isolated: | Obstacles I might face to keep motivated:              |
| Concrete steps to support me overcome these obstacles: | Concrete steps to support me overcome these obstacles:    | Concrete steps to support me overcome these obstacles: |
| 1.   | 1.  | 1.   |
| 2.   | 2.  | 2.   |
| 3.   | 3.  | 3.   |