



Goal, Plan, Do, & Review (GPDR)

Undergraduate Tutoring Center | University of Vermont

Use this worksheet as a planning template for longer term assignments, papers, or academic goals.

Goal:

What do I want to accomplish? Try to be as specific as possible, and consider making it a SMART goal (Specific, Measurable, Achievable, Relevant, & Time-Bound).

Plan:

Brainstorm the steps necessary to complete your goal, the resources you'll need, and a timeline for each step. After you're done, add each step into your planner or calendar.

Step:	Materials / Resources Needed:	Deadline:

Plan Prediction: Which aspects of the above plan do you think will be less or more challenging?

Do:

As you work through completing your goal, identify problems or obstacles that arise, and possible solutions to overcome them.

Problem or Obstacle:	Possible Solutions:

Review:

After completing your goal, reflect on how it went. Consider what went well, and what was challenging.

What worked well:	What was a challenge:

Final Reflections: Identify what you'll continue doing, and what you'll do differently going forward.