



GOAL/PLAN/DO/REVIEW

A planning template for long term assignments & papers.

GOAL:

What do I want to accomplish? (Try to be as specific as possible).

PLAN:

How am I going to accomplish my goal? (Add each step into your planner/calendar/phone).

MATERIALS/RESOURCES:

- 1.
- 2.
- 3.
- 4.
- 5.

STEPS/DEADLINE:

- 1.
- 2.
- 3.
- 4.
- 5.

Plan prediction: How well do I think I'll do? How much do I think I'll actually get done?

DO:

Complete the below section while you work so you can monitor how things are going:

ANY PROBLEMS/OBSTACLES ARISING?

- 1.
- 2.
- 3.

FORMULATE SOLUTIONS!

- 1.
- 2.
- 3.

REVIEW:

How did I do? Complete this section once you've met your goal to reflect and to help you plan for projects/papers in the future.

WHAT WORKED?

- 1.
- 2.
- 3.

WHAT DIDN'T WORK?

- 1.
- 2.
- 3.

What will I try differently next time?