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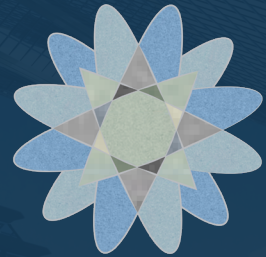
Almost there!

Install the Free version of Adobe Acrobat Reader. Please go to this link to download and install the application: <https://get.adobe.com/reader/>

- Untick all the McAfee boxes on the left. Then choose the top link "Adobe Acrobat Reader DC" - THIS IS A FREE DOWNLOAD. DO NOT SELECT THE TRIAL VERSION
- Download the Goal Setting Workbook. Save the workbook file onto your desktop. Open the workbook by doing one of the following:
 - FOR PC USERS - Right click the downloaded workbook file, look for "Open with" on the pop-up window, and then select "Adobe Acrobat DC".
 - FOR MAC USERS – Go to the Desktop and right-click or ctrl - click the pdf workbook file to open with Adobe Acrobat Reader DC.

IF YOU ARE HAVING TROUBLE, NOTE THIS IN THE ZOOM CHAT AND YOU WILL BE MOVED TO A BREAKOUT ROOM FOR ASSISTANCE.





AROOTAH

Master Plan for Peak Performance Workbook

By Rich Bello

The 10 Step MVP Process
For High Impact Results



Foreword

Welcome to the Master Plan for Peak Performance Workshop.

I am thrilled to support you in maximizing your personal objectives and assisting you in putting your potential into action. By showing up today, you're asserting your commitment to growing yourself. You recognize that living below your capability is not supporting you in achieving the fulfilling life you deserve.

The tools within this workbook support you in specifying areas of focus and crafting goals to achieve high-impact results. In this workbook, you will:

1

Clearly define AREAS and CATEGORIES of growth within your Personal Domain.

2

Identify OPPORTUNITIES and SET GOALS to reach your greatest potential.

3

PRIORITIZE maximum leverage by creating a MASTER PLAN to achieve game changing results.

During my 25+ years in financial management, I was constantly studying strategies for peak performance. In this workshop, I share my decades of knowledge to support you in optimizing your life, health, and personal goals.

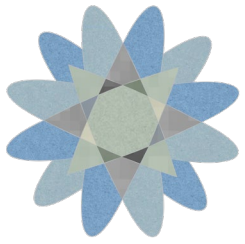
With the right **mindset** and, most critically, the right **plan**, you can achieve the highest impact goals that will enable you to accomplish your mission! Nothing moves unless you do; massive shifts can't just happen, **you must make them happen!**

In the words of Leonardo da Vinci, "I have been impressed with the urgency of doing. Knowing is not enough; we must apply. Being willing is not enough; we must do."

Let's get to it!

Rich Bello | CEO of Arootah





About Arootah

Arootah is a multifaceted coaching and wellness company working passionately with individuals and businesses who desire to unlock their full potential.

We've identified and distilled proven behaviors at the intersection of finance, technology, and wellness. Our clients are empowered to raise their standards, overcome their challenges, and, most importantly, achieve results.

You can plan for success and take control of your outcomes. We'll be there as you accelerate into the best version of yourself.

Leadership • Inspiration • Clarity • Strategy • Accountability • Growth • Results



Table of Contents

Page	Content
6	<u>Arootah's Success Formula Overview</u>
7	<u>MVP Workshop Success Formula</u>
8	<u>MVP Workshop Success Formula Instructions</u>
10	<u>Personal Areas</u>
12	<u>Personal Categories</u>
13	<u>Mission MVP Steps 1 & 2</u>
20	<u>Goals & Plans MVP Steps 3-10</u>
43	<u>Master Plan Example</u>
48	<u>Your Master Plan</u>
53	<u>Arootah Resources</u>



THE AROOTAH SUCCESS FORMULA

Formula: Process for Achievement

PROCESS = RESULTS



Success Formula → *MVP Workshop Success Formula*

3 STAGES:

MVP STEPS:

MISSION

- 1. Area/Category
- 2. Prioritization

GOALS

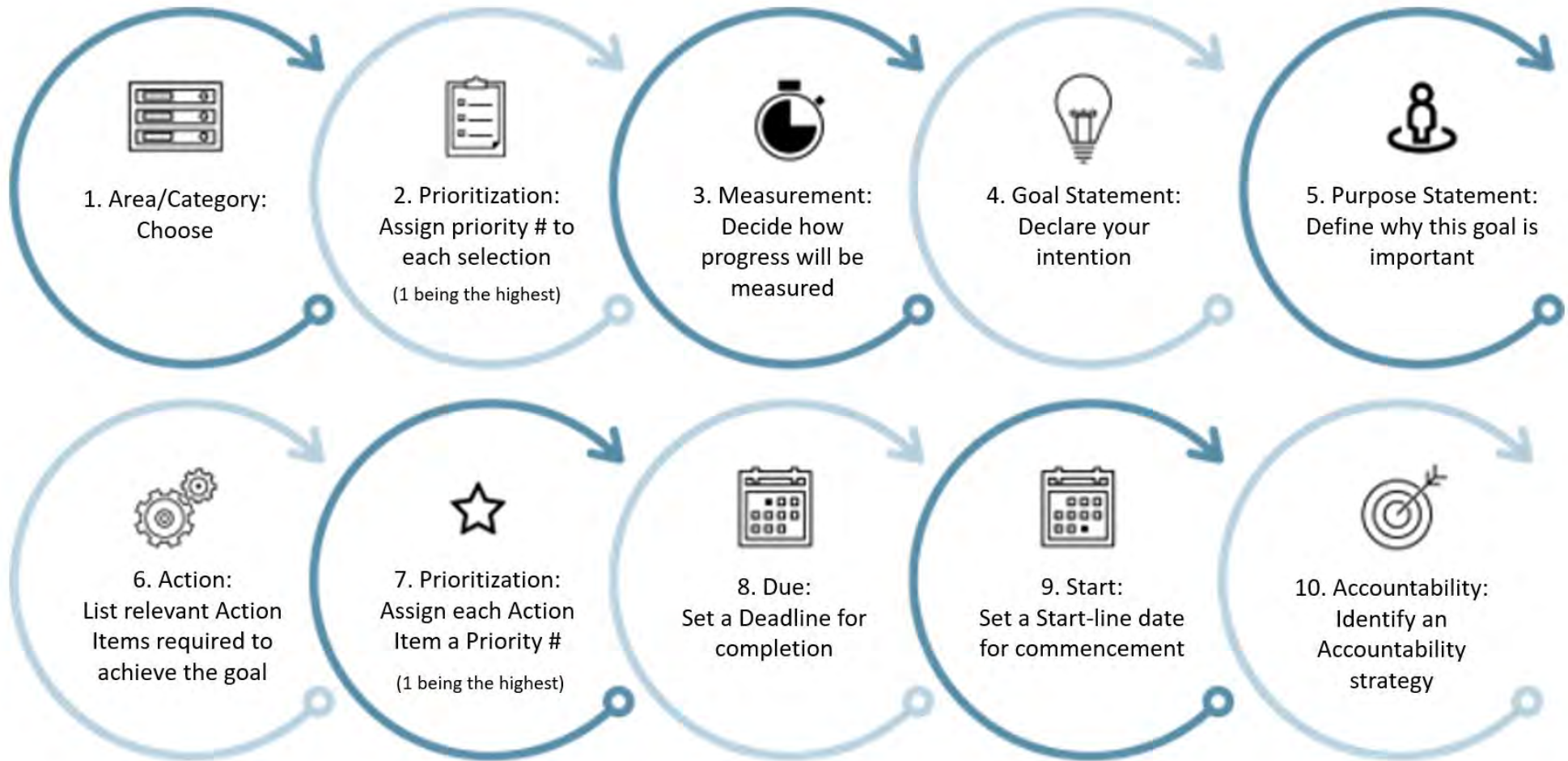
- 3. Measurement
- 4. Goal Statement
- 5. Purpose Statement

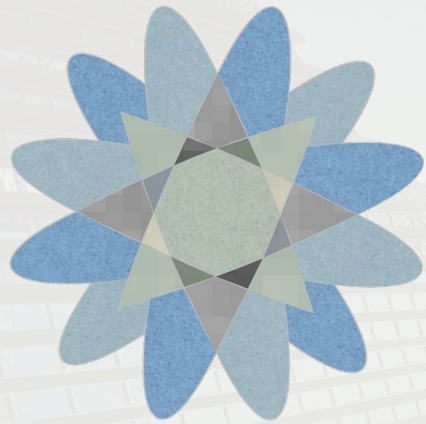
PLANS

- 6. Actions
- 7. Prioritization
- 8. Due
- 9. Start
- 10. Accountability



MVP Workshop Success Formula Instructions













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Areas / Categories of the Personal Domain



Personal Areas

	Growth		Contribution
	Health		Leisure
	Partner		Finance
	Family		Social
	Career		Environment



Personal Areas Descriptions

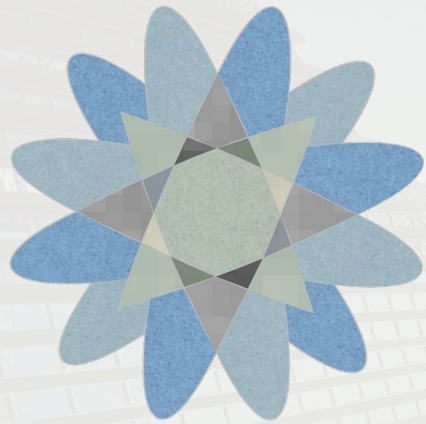
AREAS	DESCRIPTION
Growth	The desire to develop positive states of consciousness. This includes strengthening behaviors, habits, and capabilities to unlock potential. May include spiritual growth.
Health	The physical, mental, and social wellbeing of a person. This includes prioritizing disease prevention and longevity measures such as nutrition, sleep, and exercise
Partner	The individual who has established an intimate relationship with another. This person has a significant influence on someone's perspective, behaviors, and communication.
Family	The network of people who play a critical role in supporting one another. These relationships are bound by commitments, obligations, and the desire for familial wellbeing.
Career	The occupation a person undertakes to learn, advance, and progress one's lifework. This ideally synergizes one's passions and skills to contribute to the greater good.
Contribution	The act of giving something with no expectation of return. This consists of the actions a person takes with their time, energy, and money to help others or to support a cause.
Leisure	The freedom from work or personal demands. This time consists of pursuing hobbies, interests, relationships, creativity, fun, renewal, rejuvenation, and relaxation.
Finance	The means that gives an individual freedom to live the way they want. This consists of the management of money via budgeting, planning, savings, investments, and security.
Social	The network of interpersonal relationships in personal and professional life. This complex web can greatly influence one's perspective, behaviors, habits, and mindset.
Environment	The aggregate of social and cultural conditions that influence a person or community. This ideally consists of circumstances that nourish and support an individual to grow.



Personal Categories

Growth	Health	Partner	Family	Career
Reading and Writing	Nutrition	Find Soulmate	Children	Identify Your Passion
Decision Making	Exercise	Closure	Parents	New Career
Time Management	Flexibility	Plan Your Future	Siblings	Have a Mentor or Role Model
Spiritual Growth and Practice	Mental Health	Create Traditions	Relatives	Training
Meditation	Weight Management	Making Mutual Life Decisions	Communication	New Assignment/Project
Discipline and Willpower	Healthy Aging	Quality Time	Heritage	Skills Coaching
Focus and Distraction	Sleep/Rest	Share Activities and Hobbies	Clear Roles	Raise
Procrastination	Stress Management	Show Love and Appreciation	Traditions	Benefits
Habits	Brain Health	Communication	Proximity	Security
Personal Development	Immune System	Counseling	Generations/Legacy	Culture
Contribution	Leisure/Renewal	Finance	Social	Environment
Create Awareness	Vacation	Investing	Meet New Friends	Positive Atmospheres
Helping People Around You	Renewal	Family Office	Stay in Touch with Friends	Outdoor vs Indoor
Financial Donations	Organize Parties	Budgeting	Eliminate Unhealthy Friendships	Home
Volunteer Your Time	Get Involved in the Community	Financial Statements	Develop People Skills	Office
Acts of Kindness	Hobbies	Emergency Funds	Relationship Needs	Cultural Environment
Service	Be in Nature	Rainy Day Funds	Make Time/Show Appreciation	Vacation Homes
Community Discussions and Decisions	Explore	Retirement	Welcome Diversity	Commute
School District	Travel	Cyber Security	Social Media	Digital Environment
Voting	Entertainment	Pay Off Debt	Traditions	Externalities
Short Term vs Long Term Commitment	Creativity	Planning	Group Chats	Natural Resources





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Mission MVP Steps 1 & 2



EXAMPLE: SELECT YOUR AREAS / CATEGORIES

AREAS:

1. Growth
2. Health
3. Family
4. Family
5. Partner
6. Partner
7. Growth
8. Growth
9. Career
10. Career
11. Contribution
12. Contribution
13. Finance
14. Finance
15. Social
16. Social
17. Leisure
18. Leisure
19. Environment
20. Environment

STEP 1:

CATEGORIES:

1. Personal Development
2. Diet / Nutrition
3. Kids
4. Siblings
5. Find Soulmate
6. Closure
7. Time Management
8. Spiritual
9. Finding Your Passion
10. Building Your Career
11. Volunteer
12. Charity / Donate
13. Earning
14. Savings
15. Essential Friends
16. Toxic Friends
17. Healthy Fun
18. Hobby
19. Home
20. Work from Home Set-up



WORKSHOP: SELECT YOUR AREAS / CATEGORIES

AREAS:

STEP 1:

CATEGORIES:

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EXAMPLE: PRIORITIZE YOUR AREAS / CATEGORIES

AREAS:

1. Growth
2. Health
3. Family
4. Family
5. Partner
6. Partner
7. Growth
8. Growth
9. Career
10. Career
11. Contribution
12. Contribution
13. Finance
14. Finance
15. Social
16. Social
17. Leisure
18. Leisure
19. Environment
20. Environment

CATEGORIES:

1. Personal Development
2. Diet / Nutrition
3. Kids
4. Siblings
5. Find Soulmate
6. Closure
7. Time Management
8. Spiritual
9. Finding Your Passion
10. Building Your Career
11. Volunteer
12. Charity / Donate
13. Earning
14. Savings
15. Essential Friends
16. Toxic Friends
17. Healthy Fun
18. Hobby
19. Home
20. Work from Home Set-up

STEP 2:

PRIORITY:

- 1
- 11
- 2
- 12
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WORKSHOP: PRIORITIZE YOUR AREAS / CATEGORIES

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CATEGORIES:

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EXAMPLE: MEASUREMENT

AREAS:

1. Growth
2. Family
3. Partner
4. Growth
5. Career
6. Contribution
7. Finance
8. Social
9. Leisure
10. Environment
11. Health
12. Family
13. Partner
14. Growth
15. Career
16. Contribution
17. Finance
18. Social
19. Leisure
20. Environment

CATEGORIES:

1. Personal Development
2. Kids
3. Find Soulmate
4. Time Management
5. Finding Your Passion
6. Volunteer
7. Earning
8. Essential Friends
9. Healthy Fun
10. Home
11. Diet / Nutrition
12. Siblings
13. Closure
14. Spiritual
15. Building Your Career
16. Charity / Donate
17. Savings
18. Toxic Friends
19. Hobby
20. Work from Home Set-up

STEP 3:

MEASUREMENT:

1. Yrs. Coaching Exp/Weekly
2. # of Events/Monthly
3. # of Dates/Weekly
4. # Completed Goals/Monthly
5. # Sign Ups/Annually
6. # People Registered/Quarterly
7. \$ Earned / Weekly
8. # Trips/Annually
9. # of Activities/Weekly
10. % Complete/Weekly
11. # of Calories/Daily
12. Months
13. Meetings
14. Minutes
15. Percentage
16. # of Charity
17. Dollars
18. # of Friendships Concluded
19. # of Acquaintances
20. Gadgets/Tools Needed



WORKSHOP: MEASUREMENT

AREAS:

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CATEGORIES:

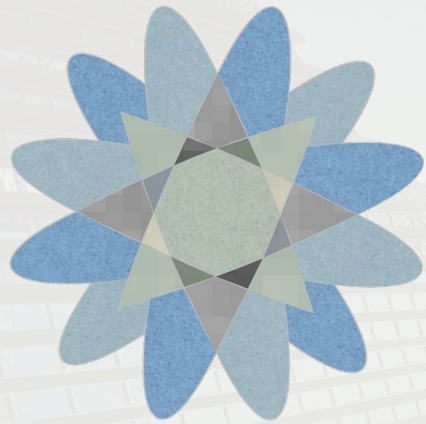
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STEP 3:

MEASUREMENTS:

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Goals & Plans

MVP Steps 3 – 10



Example: Goal Action Plan

MISSION		GOAL		
1. AREA & CATEGORY	2. PRIORITY	3. MEASUREMENT	4. GOAL	5. PURPOSE "WHY?"
Growth Personal Development	1	Yrs. Coaching Exp/Weekly	I will hire a Life Coach with at least 10 years of experience and schedule in 52 weekly sessions.	The clarity, strategies, and accountability provided by a coach will keep me on track towards achieving my highest impact goals while ending the despair of procrastination.

PLAN

6. ACTIONS TO ACHIEVE GOAL	7. PRIORITY	8. DUE	9. START	10. ACCOUNTABILITY
GOAL: I will hire a Life Coach with at least 10 years of experience and schedule in 52 weekly sessions.	1	1/31/22	1/12/22	Public Declaration
Action: Attend the 2022 Master Plan for Peak Performance Webinar	1	1/12/22	1/12/22	Willpower
Action: Read the Arootah Success Formula book	2	1/31/22	1/13/22	Competition
Action: Clear space in calendar for weekly sessions with coach	4	1/26/22	1/19/22	Public Declaration
Action: Eliminate limiting beliefs around life coaching	3	01/12/22	1/12/22	Advisor
Action: Buy a new laptop computer to utilize coaching tools	5	1/31/22	1/16/22	Willpower
Action: Introduce friends to life coaching	10	2/28/22	2/1/22	Life Coach
Action: Select a coach from options provided	8	1/31/22	1/24/22	Willpower
Action: Decide between group coaching and 1:1 coaching	6	1/31/22	1/13/22	Advisor
Action: Decide between executive coaching and life coaching	7	1/31/22	1/13/22	Advisor
Action: On-boarding process	9	1/31/22	1/31/22	Life Coach



Example: Goal Action Plan

MISSION		GOAL		
1. AREA & CATEGORY	2. PRIORITY	3. MEASUREMENT	4. GOAL	5. PURPOSE "WHY?"
Family Kids	2	# of Events/Monthly	My goal is to attend 4 of my kids' events every month.	I want to encourage my kids to follow their dreams. They need to know that they are loved.

PLAN

6. ACTIONS TO ACHIEVE GOAL	7. PRIORITY	8. DUE	9. START	10. ACCOUNTABILITY
GOAL: My goal is to improve attendance at my kid's events by 20%.	1	09/30/22	01/30/22	Life Coach
Action: Obtain my kids' school and sports calendar	1	02/15/22	01/30/22	Willpower
Action: Add kids' school & sports events to calendars then determine conflicts	2	02/30/22	02/15/22	Software/App
Action: Meditate on the importance of parenting	3	03/10/22	02/30/22	Life Coach
Action: Time Management Workshop	4	03/30/22	03/10/22	Group Coach
Action: Schedule recurring weekly time to go over kids' calendar a week ahead	5	04/30/22	03/30/22	Software/App
Action: Add my address to necessary email groups	6	05/26/22	04/30/22	Software/App
Action: Schedule most important meetings earlier in day	7	06/15/22	06/01/22	Software/App
Action: Find a peer parent to be an accountability buddy	8	08/01/22	07/15/22	Life Coach
Action: Buy camera to get excited about documenting kids' events	9	08/29/22	08/01/22	Software/App
Action: Reward yourself with a nice dinner after an event	10	09/30/21	08/29/22	Willpower



Goal Action Plan

MISSION		GOAL		
1. AREA & CATEGORY	2. PRIORITY	3. MEASUREMENT	4. GOAL	5. PURPOSE "WHY?"
	1			

PLAN				
6. ACTIONS TO ACHIEVE GOAL	7. PRIORITY	8. DUE	9. START	10. ACCOUNTABILITY
GOAL:				
1				

Action:

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Goal Action Plan

MISSION		GOAL		
1. AREA & CATEGORY	2. PRIORITY	3. MEASUREMENT	4. GOAL	5. PURPOSE "WHY?"
	2			

PLAN				
6. ACTIONS TO ACHIEVE GOAL	7. PRIORITY	8. DUE	9. START	10. ACCOUNTABILITY
GOAL:				
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Goal Action Plan

MISSION		GOAL		
1. AREA & CATEGORY	2. PRIORITY	3. MEASUREMENT	4. GOAL	5. PURPOSE "WHY?"
	3			

PLAN				
6. ACTIONS TO ACHIEVE GOAL	7. PRIORITY	8. DUE	9. START	10. ACCOUNTABILITY
GOAL:				
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Goal Action Plan

MISSION		GOAL		
1. AREA & CATEGORY	2. PRIORITY	3. MEASUREMENT	4. GOAL	5. PURPOSE "WHY?"
	4			

PLAN				
6. ACTIONS TO ACHIEVE GOAL	7. PRIORITY	8. DUE	9. START	10. ACCOUNTABILITY
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Goal Action Plan

MISSION		GOAL		
1. AREA & CATEGORY	2. PRIORITY	3. MEASUREMENT	4. GOAL	5. PURPOSE "WHY?"
	5			

PLAN				
6. ACTIONS TO ACHIEVE GOAL	7. PRIORITY	8. DUE	9. START	10. ACCOUNTABILITY
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Goal Action Plan

MISSION		GOAL		
1. AREA & CATEGORY	2. PRIORITY	3. MEASUREMENT	4. GOAL	5. PURPOSE "WHY?"
	6			

PLAN				
6. ACTIONS TO ACHIEVE GOAL	7. PRIORITY	8. DUE	9. START	10. ACCOUNTABILITY
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Goal Action Plan

MISSION		GOAL		
1. AREA & CATEGORY	2. PRIORITY	3. MEASUREMENT	4. GOAL	5. PURPOSE "WHY?"
	7			

PLAN				
6. ACTIONS TO ACHIEVE GOAL	7. PRIORITY	8. DUE	9. START	10. ACCOUNTABILITY
GOAL:				
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Goal Action Plan

MISSION		GOAL		
1. AREA & CATEGORY	2. PRIORITY	3. MEASUREMENT	4. GOAL	5. PURPOSE "WHY?"
	8			

PLAN				
6. ACTIONS TO ACHIEVE GOAL	7. PRIORITY	8. DUE	9. START	10. ACCOUNTABILITY
GOAL: 8				

Action:

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Goal Action Plan

MISSION		GOAL		
1. AREA & CATEGORY	2. PRIORITY	3. MEASUREMENT	4. GOAL	5. PURPOSE "WHY?"
	9			

PLAN				
6. ACTIONS TO ACHIEVE GOAL	7. PRIORITY	8. DUE	9. START	10. ACCOUNTABILITY
GOAL: 9				

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Goal Action Plan

MISSION		GOAL		
1. AREA & CATEGORY	2. PRIORITY	3. MEASUREMENT	4. GOAL	5. PURPOSE "WHY?"
	10			

PLAN				
6. ACTIONS TO ACHIEVE GOAL	7. PRIORITY	8. DUE	9. START	10. ACCOUNTABILITY
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Goal Action Plan

MISSION		GOAL		
1. AREA & CATEGORY	2. PRIORITY	3. MEASUREMENT	4. GOAL	5. PURPOSE "WHY?"
	11			

PLAN				
6. ACTIONS TO ACHIEVE GOAL	7. PRIORITY	8. DUE	9. START	10. ACCOUNTABILITY
GOAL:				
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Goal Action Plan

MISSION		GOAL		
1. AREA & CATEGORY	2. PRIORITY	3. MEASUREMENT	4. GOAL	5. PURPOSE "WHY?"
	12			

PLAN				
6. ACTIONS TO ACHIEVE GOAL	7. PRIORITY	8. DUE	9. START	10. ACCOUNTABILITY
GOAL: 12				
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Goal Action Plan

MISSION		GOAL		
1. AREA & CATEGORY	2. PRIORITY	3. MEASUREMENT	4. GOAL	5. PURPOSE "WHY?"
	13			

PLAN				
6. ACTIONS TO ACHIEVE GOAL	7. PRIORITY	8. DUE	9. START	10. ACCOUNTABILITY
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Goal Action Plan

MISSION		GOAL		
1. AREA & CATEGORY	2. PRIORITY	3. MEASUREMENT	4. GOAL	5. PURPOSE "WHY?"
	14			

PLAN				
6. ACTIONS TO ACHIEVE GOAL	7. PRIORITY	8. DUE	9. START	10. ACCOUNTABILITY
GOAL:	14			
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Goal Action Plan

MISSION		GOAL		
1. AREA & CATEGORY	2. PRIORITY	3. MEASUREMENT	4. GOAL	5. PURPOSE "WHY?"
	15			

PLAN				
6. ACTIONS TO ACHIEVE GOAL	7. PRIORITY	8. DUE	9. START	10. ACCOUNTABILITY
GOAL:				
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Goal Action Plan

MISSION		GOAL		
1. AREA & CATEGORY	2. PRIORITY	3. MEASUREMENT	4. GOAL	5. PURPOSE "WHY?"
	16			

PLAN				
6. ACTIONS TO ACHIEVE GOAL	7. PRIORITY	8. DUE	9. START	10. ACCOUNTABILITY
GOAL:				
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Goal Action Plan

MISSION		GOAL		
1. AREA & CATEGORY	2. PRIORITY	3. MEASUREMENT	4. GOAL	5. PURPOSE "WHY?"
	17			

PLAN				
6. ACTIONS TO ACHIEVE GOAL	7. PRIORITY	8. DUE	9. START	10. ACCOUNTABILITY
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Goal Action Plan

MISSION		GOAL		
1. AREA & CATEGORY	2. PRIORITY	3. MEASUREMENT	4. GOAL	5. PURPOSE "WHY?"
	18			

PLAN				
6. ACTIONS TO ACHIEVE GOAL	7. PRIORITY	8. DUE	9. START	10. ACCOUNTABILITY
GOAL:				
18				
Action:				
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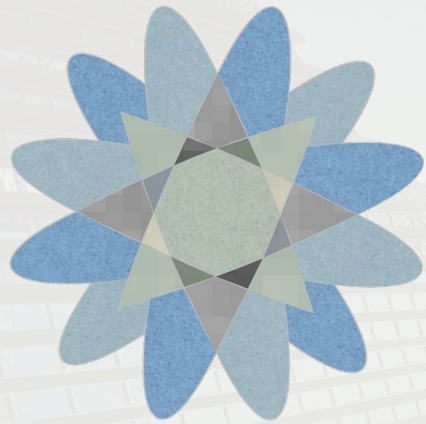
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GOAL:	20			
Action:				
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Master Plan Example



Example: Master Plan

PRIORITY # 1	AREA: Growth CATEGORY: Personal Development			GOAL: I will hire a Life Coach with at least 10 years of experience and schedule in 52 weekly sessions.
START: 1/31/22	DUE : 1/12/22	MEASUREMENT : Yrs. Coaching Exp/Weekly	ACCOUNTABILITY: Public Declaration	PURPOSE: The clarity, strategies, and accountability provided by a coach will keep me on track towards achieving my highest impact goals while ending the despair of procrastination.
ACTION ITEM 1: Attend the 2022 Master Plan for Peak Performance Webinar				ACTION ITEM 2: Read the Arootah Success Formula book
PRIORITY # 2	AREA: Family CATEGORY: Kids			GOAL: My goal is to attend 4 of my kids' events every month.
START: 01/30/22	DUE: 05/30/22	MEASUREMENT: # of Events/Monthly	ACCOUNTABILITY: Life Coach	PURPOSE: I want to encourage my kids to follow their dreams. They need to know that they are loved.
ACTION ITEM 1: Obtain my kids' school and sports calendar				ACTION ITEM 2: Add kids' school & sports events to calendars then determine conflicts
PRIORITY # 3	AREA: Partner CATEGORY: Find Soulmate			GOAL: My goal is to go on 5 more dates before Valentine's Day.
START: 01/30/22	DUE: 02/13/22	MEASUREMENT: # of Dates/Weekly	ACCOUNTABILITY: Life Coach	PURPOSE: I want to have a companion who supports me.
ACTION ITEM 1: Determine a day that works best for both myself & my partner				ACTION ITEM 2: Schedule in date nights and make reservations in advance
PRIORITY # 4	AREA: Growth CATEGORY: Time Management			GOAL: My goal is to complete 2 additional priorities per week.
START: 01/30/22	DUE: 03/30/22	MEASUREMENT: # Completed Goals/Monthly	ACCOUNTABILITY: Group Coach	PURPOSE: I want to reach my goals efficiently.
ACTION ITEM 1: Make a list of all priorities and tasks				ACTION ITEM 2: Time Management course
PRIORITY # 5	AREA: Career CATEGORY: Finding your Passion			GOAL: My goal is to create an online course by March 2022.
START : 01/30/22	DUE : 03/01/22	MEASUREMENT : # Sign Ups/Annually	ACCOUNTABILITY: Advisor	PURPOSE: I want to offer my expertise to the world.
ACTION ITEM 1: Decide on course topic				ACTION ITEM 2: Create a business plan



Example: Master Plan

PRIORITY # 6	AREA: Contribution CATEGORY: Volunteer			GOAL: My goal is to register 30 more people from my community to volunteer for a meaningful organization by January 31, 2022.
START: 01/03/22	DUE: 01/31/22	MEASUREMENT: # People Registered/Quarterly	ACCOUNTABILITY: Life Coach	PURPOSE: I want to give back to my community.
ACTION ITEM 1: Define values				ACTION ITEM 2: Research local volunteer opportunities
PRIORITY # 7	AREA: Finance CATEGORY: Earning			GOAL: My goal is to increase my current savings by 15% more.
START: 01/28/22	DUE: 04/30/22	MEASUREMENT: \$ Earned/Weekly	ACCOUNTABILITY: Advisor	PURPOSE: I want to be financially free.
ACTION ITEM 1: Hire a Financial Advisor				ACTION ITEM 2: Create savings budget
PRIORITY # 8	AREA: Social CATEGORY: Essential Friends			GOAL: My goal is to plan 3 trips per year (can be big or small) with close friends.
START: 01/30/22	DUE: 11/30/22	MEASUREMENT: # Trips/Annually	ACCOUNTABILITY: Group Coach	PURPOSE: I want to bring people together.
ACTION ITEM 1: Determine necessary qualities and traits				ACTION ITEM 2: Decide on a plan to expand social circle
PRIORITY # 9	AREA: Leisure CATEGORY: Healthy Fun			GOAL: My goal is to do 8 new, thrilling, and/or inspiring activities, events, or workshops per year.
START: 03/30/22	DUE: 09/30/22	MEASUREMENT: # of Activities/Weekly	ACCOUNTABILITY: Life Coach	PURPOSE: I want to keep an open mindset.
ACTION ITEM 1: Brainstorm with closest friends, family, and inspiring people				ACTION ITEM 2: Create and prioritize bucket list
PRIORITY # 10	AREA: Environment CATEGORY: Home			GOAL: My goal is to complete the remaining 80% of renovations of my home office by July 1, 2022.
START: 01/15/22	DUE: 06/01/22	MEASUREMENT: % Complete/Weekly	ACCOUNTABILITY: Willpower	PURPOSE: I want to create joy for my family.
ACTION ITEM 1: Decide on a dedicated space				ACTION ITEM 2: Create a work-from-home policy and schedule with family



Example: Master Plan

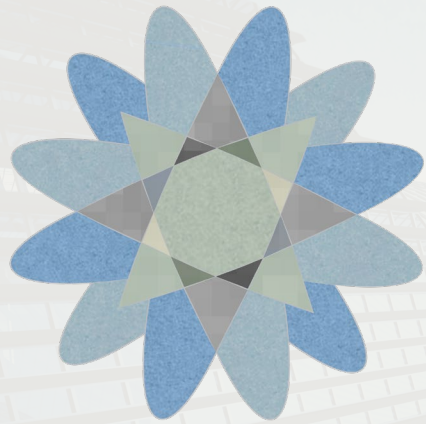
PRIORITY # 11	AREA: Health CATEGORY: Diet / Nutrition			GOAL: My goal is to eliminate the calories I consume from red meat by 80% during the week.
START: 02/03/22	DUE: 03/03/22	MEASUREMENT: # of Calories/Daily	ACCOUNTABILITY: Health Coach	PURPOSE: I want to reduce my cholesterol and have more energy.
ACTION ITEM 1: Sign up with a health coach				ACTION ITEM 2: Start a food journal
PRIORITY # 12	AREA: Family CATEGORY: Siblings			GOAL: My goal is to have my siblings over once a month to get together for dinner.
START: 01/30/22	DUE: 09/30/22	MEASUREMENT: Months	ACCOUNTABILITY: Life Coach	PURPOSE: I want to create harmony and maintain a beautiful relationship with my brother and sister.
ACTION ITEM 1: Check siblings availability				ACTION ITEM 2: Schedule in monthly dinners
PRIORITY # 13	AREA: Partner CATEGORY: Closure			GOAL: I will find and meet with a therapist once a week for the next 8 weeks to help me find closure from my past relationship.
START: 02/15/22	DUE: 05/30/22	MEASUREMENT: Meetings	ACCOUNTABILITY: Life Coach	PURPOSE: Therapy will help me open up about my emotions and help me find closure from my relationship.
ACTION ITEM 1: Sign up for a therapist				ACTION ITEM 2: Schedule in weekly visits
PRIORITY # 14	AREA: Growth CATEGORY: Spiritual			GOAL: My goal is to meditate every morning for 10 minutes and add an additional minute each week until I reach 30 minutes.
START: 04/25/22	DUE: 05/10/22	MEASUREMENT: Minutes	ACCOUNTABILITY: Life Coach	PURPOSE: Meditating will help improve my focus and spirituality. It will help me be more present in everything I do!
ACTION ITEM 1: Sign up for meditation app				ACTION ITEM 2: Schedule in time every morning to meditate
PRIORITY # 15	AREA: Career CATEGORY: Building Your Career			GOAL: My goal is to complete the remaining 80% of my Executive MBA Degree.
START: 01/30/22	DUE: 12/01/22	MEASUREMENT: Percentage	ACCOUNTABILITY: Advisor	PURPOSE: I want to continue growing my skillset. Having an MBA will create the most amazing professional opportunities for me!
ACTION ITEM 1: Call school to enroll in remaining classes				ACTION ITEM 2: Buy course books



Example: Master Plan

PRIORITY # 16	AREA: Contribution CATEGORY: Charity / Donate			GOAL: My goal is to find two additional charities that support animals and make quarterly donations of \$100 to each of them.
START: 01/03/22	DUE: 02/15/22	MEASUREMENT: # of Charity	ACCOUNTABILITY: Life Coach	PURPOSE: I want to create abundance. I am in a fortunate position to be able to give back so I want to make sure I do so and have a positive impact on the world.
ACTION ITEM 1: Research the two most reputable animal support charities				ACTION ITEM 2: Schedule in quarterly autopay
PRIORITY # 17	AREA: Finance CATEGORY: Savings			GOAL: My goal is to save an additional \$250 a month so I can buy the house of my dreams.
START: 01/30/22	DUE: 09/30/22	MEASUREMENT: Dollars	ACCOUNTABILITY: Advisor	PURPOSE: Being able to move into this house will be a dream come true. My wife and kids will be so excited and appreciative.
ACTION ITEM 1: Set up a secondary savings account at the bank				ACTION ITEM 2: Schedule in monthly autopay to savings account
PRIORITY # 18	AREA: Social CATEGORY: Toxic Friends			GOAL: My goal is to eliminate 3 of my most toxic friendships within the next 3 months.
START: 01/30/22	DUE: 09/30/22	MEASUREMENT: # of Friendships concluded	ACCOUNTABILITY: Group Coach	PURPOSE: I want to surround myself with inspiring people. I also want to eliminate all the negativity in my life wherever possible.
ACTION ITEM 1: Create a prioritized list of my most toxic friends				ACTION ITEM 2: Commit to my life coach about not engaging with them anymore
PRIORITY # 19	AREA: Leisure CATEGORY: Hobby			GOAL: My goal is to find 5 friends to form a hiking club.
START: 01/30/22	DUE: 09/30/22	MEASUREMENT: # of Acquaintances	ACCOUNTABILITY: Life Coach	PURPOSE: I want to create community and instill healthy habits among my friends. This will be a great way for us to bond and get fit together!
ACTION ITEM 1: Reach out to all of my interested friends				ACTION ITEM 2: Schedule in weekend hikes
PRIORITY # 20	AREA: Environment CATEGORY: Work from Home Set-up			GOAL: My goal is to get 3 cool gadgets or tools that will help me be more productive working from home.
START : 01/30/22	DUE : 06/01/22	MEASUREMENT : Gadgets/Tools Needed	ACCOUNTABILITY: Willpower	PURPOSE: I want to reach my maximum productivity while also being able to enjoy the benefits of working from home
ACTION ITEM 1: Research reviews for best work from home tools				ACTION ITEM 2: Purchase them!





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Your Master Plan



Master Plan

PRIORITY # 1	AREA: CATEGORY:			GOAL:
START:	DUE:	MEASUREMENT:	ACCOUNTABILITY:	PURPOSE:
ACTION ITEM 1:				ACTION ITEM 2:

PRIORITY # 2	AREA: CATEGORY:			GOAL:
START:	DUE:	MEASUREMENT:	ACCOUNTABILITY:	PURPOSE:
ACTION ITEM 1:				ACTION ITEM 2:

PRIORITY # 3	AREA: CATEGORY:			GOAL:
START:	DUE:	MEASUREMENT:	ACCOUNTABILITY:	PURPOSE:
ACTION ITEM 1:				ACTION ITEM 2:

PRIORITY # 4	AREA: CATEGORY:			GOAL:
START:	DUE:	MEASUREMENT:	ACCOUNTABILITY:	PURPOSE:
ACTION ITEM 1:				ACTION ITEM 2:

PRIORITY # 5	AREA: CATEGORY:			GOAL:
START:	DUE:	MEASUREMENT:	ACCOUNTABILITY:	PURPOSE:
ACTION ITEM 1:				ACTION ITEM 2:



Master Plan

PRIORITY # 6	AREA: CATEGORY:			GOAL:
START:	DUE:	MEASUREMENT:	ACCOUNTABILITY:	PURPOSE:
ACTION ITEM 1:				ACTION ITEM 2:

PRIORITY # 7	AREA: CATEGORY:			GOAL:
START:	DUE:	MEASUREMENT:	ACCOUNTABILITY:	PURPOSE:
ACTION ITEM 1:				ACTION ITEM 2:

PRIORITY # 8	AREA: CATEGORY:			GOAL:
START:	DUE:	MEASUREMENT:	ACCOUNTABILITY:	PURPOSE:
ACTION ITEM 1:				ACTION ITEM 2:

PRIORITY # 9	AREA: CATEGORY:			GOAL:
START:	DUE:	MEASUREMENT:	ACCOUNTABILITY:	PURPOSE:
ACTION ITEM 1:				ACTION ITEM 2:

PRIORITY # 10	AREA: CATEGORY:			GOAL:
START:	DUE:	MEASUREMENT:	ACCOUNTABILITY:	PURPOSE:
ACTION ITEM 1:				ACTION ITEM 2:



Master Plan

PRIORITY # 11	AREA: CATEGORY:			GOAL:
START:	DUE:	MEASUREMENT:	ACCOUNTABILITY:	PURPOSE:
ACTION ITEM 1:				ACTION ITEM 2:

PRIORITY # 12	AREA: CATEGORY:			GOAL:
START:	DUE:	MEASUREMENT:	ACCOUNTABILITY:	PURPOSE:
ACTION ITEM 1:				ACTION ITEM 2:

PRIORITY # 13	AREA: CATEGORY:			GOAL:
START:	DUE:	MEASUREMENT:	ACCOUNTABILITY:	PURPOSE:
ACTION ITEM 1:				ACTION ITEM 2:

PRIORITY # 14	AREA: CATEGORY:			GOAL:
START:	DUE:	MEASUREMENT:	ACCOUNTABILITY:	PURPOSE:
ACTION ITEM 1:				ACTION ITEM 2:

PRIORITY # 15	AREA: CATEGORY:			GOAL:
START:	DUE:	MEASUREMENT:	ACCOUNTABILITY:	PURPOSE:
ACTION ITEM 1:				ACTION ITEM 2:



Master Plan

PRIORITY # 16	AREA: CATEGORY:			GOAL:
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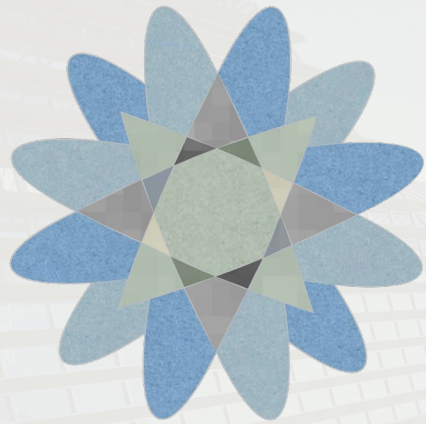
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START:	DUE:	MEASUREMENT:	ACCOUNTABILITY:	PURPOSE:
ACTION ITEM 1:				ACTION ITEM 2:

PRIORITY # 18	AREA: CATEGORY:			GOAL:
START:	DUE:	MEASUREMENT:	ACCOUNTABILITY:	PURPOSE:
ACTION ITEM 1:				ACTION ITEM 2:

PRIORITY # 19	AREA: CATEGORY:			GOAL:
START:	DUE:	MEASUREMENT:	ACCOUNTABILITY:	PURPOSE:
ACTION ITEM 1:				ACTION ITEM 2:

PRIORITY # 20	AREA: CATEGORY:			GOAL:
START:	DUE:	MEASUREMENT:	ACCOUNTABILITY:	PURPOSE:
ACTION ITEM 1:				ACTION ITEM 2:





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Arootah Resources



Life Coaching

- ☐ Get the support to put these incredible goals into action.
- ☐ Overcome barriers and deliver the results you're striving for.
- ☐ Sign up for Arootah Life Coaching at <https://arootah.com/life-coaching/>

Fundamental Coaching	Elite Coaching	Master Coaching	Group Coaching
<ul style="list-style-type: none"> Build structure into your life by mapping it out Clarify big-picture goals Devise feasible action plans to execute your ambitious goals 	<ul style="list-style-type: none"> Optimize your time, learn to prioritize what is important Overcome your toughest challenges to date Find fulfilment beyond your career 	<ul style="list-style-type: none"> Enrich your decision-making abilities Tackle ventures with confidence Grow your decision-making abilities 	<ul style="list-style-type: none"> Workshop your big plans and goals with other ambitious people Gain a different perspective by connecting with others Track progress, maximize outcomes, and productivity

Health Coaching

- ☐ Construct a steady path to a fulfilling life with a strong foundation of healthy habits.
- ☐ Create wellness strategies that align with your goals and work for your lifestyle.
- ☐ Sign up for Arootah Health Coaching at <https://arootah.com/personal/health-coaching/>

Fundamental Health Coaching	Specialty Health Coaching	Fundamental Health Group Coaching
<ul style="list-style-type: none"> Nourish a healthy mind, body, and spirit Eradicate bad habits Unlock potential from the inside out 	<ul style="list-style-type: none"> Learn what works for your body Work with a specialist in an aspect of health that interests you Reap the rewards of investing in yourself 	<ul style="list-style-type: none"> Strengthen whole-body health Build lasting energy, fuel a fulfilling life Maintain accountability with support from your group members



Executive Coaching

- ☐ Hone the skills of expert decision-making, calm crisis management, and being a master delegator
- ☐ Optimize your time and everything in your business from the top down
- ☐ Sign up for Arootah Executive Coaching at <https://arootah.com/executive-coaching/>

Professional Coaching	Executive Coaching	Professional Team Coaching	Executive Team Coaching
<ul style="list-style-type: none">• Fitting for VP- Level leadership and below• Constructive accountability• Rapid professional growth	<ul style="list-style-type: none">• For C-Suite level executives• Effective milestone attainment• Regular progress check-ins	<ul style="list-style-type: none">• Achieve and succeed with fellow leaders on your team• Intense, weekly planning• Practice leadership agility	<ul style="list-style-type: none">• Mastermind dynamic• Powerful strategy and guidance• Systematic goal achievement

Career Coaching

- ☐ Receive powerful leadership strategies to optimize all aspects of your work-life balance
- ☐ Land your dream position or create one for yourself
- ☐ Take the complexities of high-pressure leadership and formulate tangible action plans to tackle obstacles
- ☐ Sign up for Arootah Career Coaching at <https://arootah.com/career-coaching/>

Foundational Career	Advanced Career
<ul style="list-style-type: none">• Execute high-growth actions• Activate enduring energy, admirable discipline, and focus• Learn powerful decisions making tools	<ul style="list-style-type: none">• Maximize ROI everywhere possible• Accomplish goals you once considered unattainable• Cultivate a company culture that breeds loyalty and ensures growth



Speaking Engagements

Our webinars, seminars, and workshops are packed with practical strategies to help you execute actions that get results!

Corporate and executive speaking topics:

- ☐ Success Formula
- ☐ Leadership Development
- ☐ Energy Optimization
- ☐ Remote Work Leadership
- ☐ Goal Setting

Get our founder Rich Bello to speak or present your next event. Learn more at [https://arootah.com/speaking engagements](https://arootah.com/speaking-engagements).





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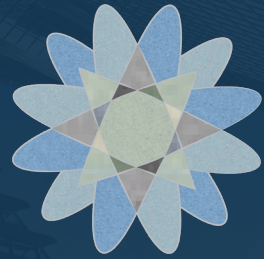


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Thank You

We hope you gained significant value by completing this workbook!

Please give us your honest feedback in this survey [here.](#)

Now that you have your goals and plans....it's time to achieve them!

Contact us for the strategy and accountability you need to put this plan into action.

