

From Goal to Action

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NAME

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How to develop the skills to achieve your goals

Goal achievement only happens — reliably — when you do three things:

1. Break down your goal into specific skills.
2. Build and improve those skills through targeted practices.
3. Break practices down into small daily actions that you can do reliably and consistently.

Skill development, 101

What is a skill?

A **skill** is an ability, competency, and/or capacity that you need in order to move in the direction of your goal.

A skill reflects the *power to do something*. So don't mix a *skill* up with *information* or *knowledge* (e.g. reading nutrition and fitness blogs).

Skills take time and practice to develop. That's why we break them down into practices, and small daily actions.

What makes a good practice?

A **practice** involves exercises and applications that help build the skills.

Break practices into **actions**: small, specific, concrete tasks that people can easily do daily, or as often as possible.

Repeated over time, these actions become **habits**, or automatic behaviors that are ingrained seamlessly into people's lives.

A good practice or action should follow the “Five-S formula”, which means that it's:

Strategic: Deliberately and purposefully moves towards the goal while removing blocks to progress.

Segmental: A small, manageable part of a larger process.

Sequential: Introduced at the right time, in the right order, step by step.

Simple: Clear, concrete, and easy to understand.

Supported: Accompanied by support, mentorship, and accountability.

Build your skill & practice plan

Here's how to use this worksheet:

1. **Pick a goal — any goal — that you want to work on.** Using the flow chart below, write your goal at the top of the page in the “goal” box. Note: you can print off the flow chart, or type directly into the PDF.
2. **Now brainstorm what skills may be needed to achieve your goal.** They don't have to be perfect — just get your brain working. Write your ideas in the “skills” boxes.
3. **Think up some practices that may help you build those skills.** Again, perfection not required. Write your ideas in the “practices” boxes.
4. **Now, imagine a very small activity or task that you could reliably do every single day, no matter what, in order to help reinforce the practice.** That's your daily action.
5. **Once your worksheet is complete, review the plan.** Do you have the expertise to know whether it's right for you? If so, consider the right time to get started. If not, is there someone who can help review the plan and help you revise it?
6. **Choose a next action.** Shuffle the skills and practices around until you identify the thing that makes the most sense to work on first.
7. **When you're confident with the plan, consider what you'll do for support and accountability.** Who will you check in with? How frequently? What can they help with?
8. **Get started.** Begin with your first practice and see how it goes. We suggest you try 2 weeks of daily practice.
9. **Iterate and adjust as you go along.** Gather data about how well your plan is working, and tailor it as needed.

Remember to have fun!

Why can't I do it all at once?

Don't try to race to the finish line too fast! Skills take time to develop.

Consistent practice will ensure that skills, practices, and actions “stick” and sustain themselves relatively easily. No heroic effort required.

Plus, by making each small action manageable and realistic, you'll be much more likely to succeed. Each small success improves your competence and development, which means you get to “level up” consistently.

Celebrate every small victory, no matter how apparently insignificant.

The more you reinforce even tiny accomplishments, the more motivated you'll feel, and the more likely your brain is to learn that this new path is the right one to be on

Want some more help?

For more PN coaching secrets, tips and insights, check out our accompanying article: [Precision Nutrition Coaching revealed: A practice-based formula for helping clients change their lives.](#)

