

MY ACTION PLAN

When writing an Action Plan, be sure it includes:

1. **What** you are going to do.
2. **How much** you are going to do.
3. **When** you are going to do it (e.g., what time of day).
4. **How often** you are going to do it.

Example: This week I will read a favorite book (*what*) for a half hour (*how much*) in the mid-afternoon when my child sleeps (*when*), three times—Monday, Wednesday, and Friday (*how many*).

This week I will _____ [what]

_____ [how much]

_____ [when]

_____ [how often]

How confident are you that you will complete your entire Action Plan during the week?

(Circle) 0 1 2 3 4 5 6 7 8 9 10
not at all **totally**
confident **confident**

Check off each day you accomplish your plan

Comments:

Monday	_____	_____
Tuesday	_____	_____
Wednesday	_____	_____
Thursday	_____	_____
Friday	_____	_____
Saturday	_____	_____
Sunday	_____	_____