



Topic <i>(Please describe the topic you're addressing. Think about what is needed to continue your idea.)</i>					
Goal <i>(Be sure to write "SMART" goals (specific, measurable, attainable, relevant and time-sensitive.))</i>					Duration:
Action Steps <i>(What will you do?)</i>	Considerations <i>(What do I have to consider?)</i>	Timeline <i>(By when? You don't have to fill dates, but could write, 1 day, a week etc.)</i>	Resources <i>(list financial, human, organizational resources or materials needed)</i> A. Resources available B. Resources needed	Knowledge <i>(What more do I need to know? Where could I find the information? Who could have further knowledge?)</i>	Potential Barriers <i>(What are the potential challenges you face? How will you overcome them?)</i>
Step 1:			A. B.		
Step 2:			A. B.		
Step 3:			A. B.		
Step 4:			A. B.		
Step 5:			A. B.		