

Activities to plan and
make the most of
your life

GOAL SETTING

Write 3 goals: One for next week,
one for next month
and one for next year.

My goal is _____

I will reach my goal by

[What time will you complete it?]

To reach my goal I need to

[What steps do you need to take
to reach your goal?]



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PLAN TO FEEL GOOD

Different activities can affect our
emotions in different ways.

Note which activities make you feel:
energised **calm** **happy** **loved**
motivated **interested**
healthy

Decide how you
want to feel and do an activity
that will help you feel that feeling.



What do you
want your life
to look like in
a year?

Can you plan
your week to
feel all the
things you
want to feel?

EMOTICONS FOR A SMILEY WORLD

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FIND THE TIME

Do you know how you spend your
time? Is there something you've
always wanted to do but thought
you didn't have time for? Look at
your weekly timetable and what
you do with your time each day.
Could you spend less time
watching television or playing
computer games and find more
time to do things that help you
improve your skills, your
brain or your
relationships?



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LEARN A NEW SKILL

Learning new things is good for our brains as it
helps us learn other things faster. Plus it can
make us feel happier and more confident.
Choose a new skill you want to learn and find
out how to do it by watching videos on the
internet, reading books on the subject or
finding someone who can help you learn.

You could learn how to:

juggle **do a new dance** **write poetry or rap**
knit or sew **do origami or drawing**
do a kickflip on your skateboard
play a new musical instrument
speak another language



What do you
want to do
with your
free time?

What do you
wish you
could learn
to do?

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PRACTICE PRIORITISING

Prioritising means knowing what tasks should be done first. Write down what you need to do this week and prioritise your to-do list to make sure you get the most important and urgent things done on time.

NOTE! It's not as simple as doing tasks in the order that they are due as some tasks take longer than others and need more time planned ahead. Also, be careful that you don't keep putting off tasks that are important but not urgent, like exercising and seeing friends.



What's the most important thing for you to do today?



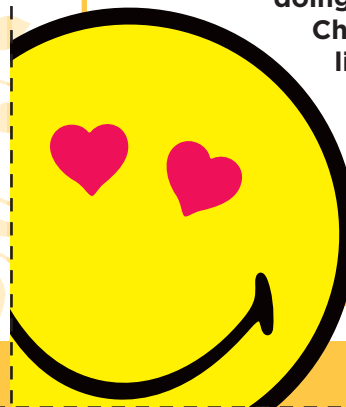
EMOTICONS FOR A SMILEY WORLD

THANK YOUR TEAM

Each relationship we have with every person we know is different. One friend might be good to play football with, but not someone we would talk to about a problem. While another friend might be great at helping us with our feelings, but not at all interested in football. Make a list of the friends and family members in your life. Who can you talk to about different things? What do you enjoy doing with different people?

Choose two people on your list who are special to you and thank them for being your friend.

Who can you talk to when you need someone to be on your side?



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MAKE SPACE

Sometimes we keep things we no longer need - for example a jumper that doesn't fit, a clock that doesn't work, or painting we never finished. Being surrounded by things we don't use, things with bad memories or things that remind us of tasks we haven't finished can drain the brain of energy. Keep things you love but try to keep your home and head tidy by:

- giving away clothes, toys and things you no longer use to friends or a charity
- fixing things that are broken, or finding someone to fix them
- recycling as much as possible
- throwing away things that can't be reused, recycled or fixed.



What can you let go of today?



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PREDICT YOUR PERFORMANCE

Do you know how long it takes you to do routine things like get dressed, brush your teeth, walk to your friend's house? Next time you are about to do something:

1. Look at the clock or set a timer.
2. Guess how long it will take you to do your task.
3. Do your thing.
4. When you have finished, look at the clock again or stop the timer.
5. How close were you to the time you guessed? Over time you should get better at predicting how long it'll take you to do tasks.



Can you find ways to do your routine tasks faster?



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PUT IT IN A PLACE

If everything you own has a place to be kept, you know where to look for it. Being tidy can save you time trying to find things. Does everything in your room have its own place to be stored? If not, sort your things out into similar groups of things. Once you have the piles, find boxes big enough for each of them. For example, put all your pens and pencils in one box and computer games in another. You can decorate old cereal or shoe boxes, but remember to label each box so you know where to look.



How do you
feel when
everything
around you is
tidy?

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MAKE UP YOUR MIND TO SUCCEED

Is there a skill you wish you knew how to do? Tell yourself that although you can't do it yet, if you learn how to do it and practice it regularly, you will be able to do it. If you find it hard, keep trying. If you make a mistake, learn from it. If you get stuck, ask an expert. When we challenge ourselves, we grow in skills and confidence. Write down the steps you could take to learn a new skill or improve on something you wish you could do better.



What can't
you do yet?

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STRIDE OUT IN PRIDE

What are you proud of having done in your life so far? You can have pride in the small challenges you overcame as well as the big projects you finished or the prizes you won. Did you keep going when you found something hard? Did you challenge yourself to try something new? Were you brave when you were afraid? Did you speak out when it was hard? Did you stand up to a bully? Make a list of reasons you have to feel proud and hold your head up high!



What are you
proud of having
done today?

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STAND TALL

Sitting or standing with a straight back can reduce stress, improve mood and increase confidence compared with bending over. Practice improving your posture by sitting in a chair with both feet flat on the ground. Imagine you are being pulled up by a thread on the top of your head. Make sure your shoulders are relaxed (roll them around to relax them) and take a deep breath. Does your body feel different? Has your mood changed? How can you remember to sit or walk tall?



How does your
body feel right
now? How
could it feel
better?

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WORK IT OUT

Do you know what job you want to have? Do you know how to get it? Do these steps to help you get your dream job:

1. Write down all your skills.
2. Write down what you like doing.
3. Write down places you like to be (outdoors, by the sea, in the warm).
4. Learn about jobs that use your skills and involve doing things you like to do in places you like to be.
5. Find out how you can train for the job you want.
6. Work out what you need to focus on, or if you need to do anything differently, to get the job you want.



What would your perfect job be?

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GIVE YOURSELF A TALKING TO

Have you ever listened to the way you talk to yourself? What do you say to yourself when you are stressed? How do you talk to yourself when something upsets you? Try to notice the things you say in your head and make them into positive encouraging words like:

- I can do this!
- I did well for trying
- I can learn from this
- I know how to manage my emotions
- I breath deeply and I am calm



What do you need to tell yourself today?

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MANAGE YOUR ENERGY

Think about how much energy you have at different times of day. Do you find it easiest to focus first thing in the morning or do you work better later? When do you feel like moving? Notice how your energy levels change throughout the day and plan your work, rest and play accordingly.



When do you work best?

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GET AHEAD

It is very tempting to put off doing things we don't want to do. But if we keep doing this, we end up with more and more on our to-do lists and less time to do things well. So, when you have the time, get ahead and do the things you need to do now so you have less to do in future and can be more relaxed. How many tasks can you get out of the way today?



What can you do today to have less to do tomorrow?

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