



Hello and thanks for downloading my Creative Action Planner. I created this for writers and aspiring writers because I absolutely know that setting goals gives a project the best chance of being completed. If I don't have an action plan, my projects flounder. They languish in my bottom drawer half-finished and invisible - and that makes me feel crummy.

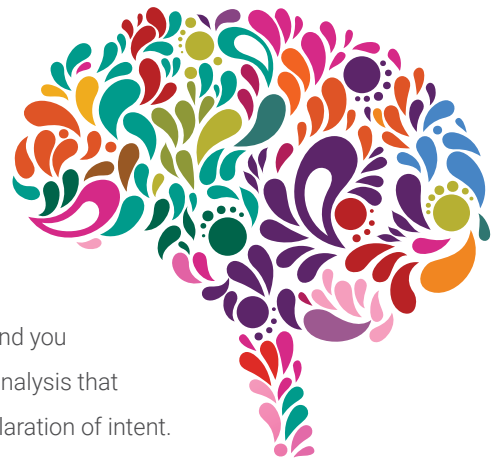
So let's get you started. All you need is an idea (or even the seed of an idea) and you can jump right in. The planner is a combination of practical actions and self-analysis that you can use however you wish - as a guideline, a promise to yourself or a declaration of intent.

I hope it encourages you to plan, commit and move your writing projects forward.

You're very welcome.

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## Your Goal

1. What is the one creative goal you most want to achieve this year?
2. If you're not 100% sure – ask yourself this: If I was utterly fearless and capable – what would I write?
3. If you already have your project in mind – what is it? If you're a multi-project person (like me) and struggling to choose – check out question 4.
4. What's the one project that you would really hate to see completed by someone else?
5. So what is your project about?
6. What do you love about it? *It might be something as simple as the title or idea – but that's fine.*
7. If you've struggled to complete a project in the past – what got in the way?
8. And what can you do this time to avoid falling into the same rut?


9. Exercise: Close your eyes and visualise your completed project – let yourself feel the pleasure of seeing it in the world.

10. Exercise: Write down all the reasons why you're capable of completing this project.

11. Write down your goal on a card by completing this sentence "Over the next 6 months, I am going to (insert goal) and I'm capable of achieving this because....." (Write a long list of reasons - as many as you can think of.)

12. Read this out loud every morning:

*"It is better to have enough ideas for some of them to be wrong, than always be right by having no ideas at all." Edward de Bono*



*This year  
I am going to...*

## Your Creative Desire

1. Take a moment to daydream about your creative desire. And dream big – where do you want to go creatively speaking? Write it down.

2. Is the chosen project noted above a step towards that dream?

*If not, you might want to choose a project that's more aligned with your ultimate dream.*

3. Exercise: Let yourself imagine yourself achieving your dream. Allow yourself to feel how satisfying it will feel when you finish.

4. Exercise: Take a fresh, separate piece of paper – and write down all the reasons you think you can't complete your work. When you're done - ridicule the silly reasons and dismiss them. Look at the biggest reason and ask yourself if it's actually true. (It's probably just opinion – not substantiated fact.) Now burn or shred the list. You don't need those lame ass reasons – what have they ever done for you? Nothing - they're not serving you.



## Your Project - Let's get cracking!

1. What medium are you working in? *Unsure? Drop me a line – I may be able to offer some insight!*

2. What's your title (or working title?)

3. Where is it set? What is the world we're in?

4. Who is the story about? (If it's about two main characters, write them both down.)

5. What do they want?

6. What's difficult in their life currently?

7. Who or what is stopping them getting what they want?

8. What's the core conflict in this story?

9. What is the story about on a deeper level? (Theme)

10. What truth about humanity am I exploring in my project?

11. Exercise: Free write two pages about everything you know about your main character(s.)

12. Write a two sentence description of the story – starting with the words “This is a story about a... (insert noun) who.....”

13. Exercise: Have a think about the genre you're in and write a list of elements or images you'd expect to find in this genre.

14. Exercise: Just for fun times and giggles - think about what your idea looks like in a completely different genre.

15. Exercise: Think about and write down some ideas for the end of your story – what happens?

16. Now that you have some ideas for your ending - ask yourself - which is the most satisfying? Which is the most unpredictable? How can I make my ending both satisfying and unexpected?

*“What you turn your attention and energy to - grows.” Anonymous*

### Your Plan - this is your strategy



1. What adjustments do you need to make to your environment to achieve your goal?
2. How are you going to make those adjustments?
3. Who is around you that will inspire you and help keep you moving towards your stated goal?
4. If no one obvious springs to mind – write down 3 ways you could find or connect with like-minded people who will support you.
5. Yes, you're busy but if you don't structure writing time into your day – it will get shoved aside for everything else. *Agree or disagree.*
6. Which part of the day is easiest for you to set aside?
7. If you struggle with this – ask yourself - Which activities aren't serving your goal? (TV, Facebook I'm looking at you.)
8. Complete this sentence "The boundary I need to put in place to give me the space to write is..."
9. Seriously, I want you to complete this sentence too – "Would anyone actually die if I stopped... (*insert bad habit/activity that wastes your time*)"

10. How much time can you feasibly commit to moving your project forward? *Is it 30 minutes a day? Is it 2 hours a day? Is it one day a week?*

11. Would you rather commit to a number of words or pages? Write down your commitment.

12. Establish monthly deadlines. Write down small, bite-sized goals for the first of every month. It might be as simple as a number of pages written.

*(Depending on what you are writing – it might be something like - March 1st – outline finished, April 1st – 25 pages of first draft finished. Be realistic and easy on yourself. It doesn't matter what your deadlines are about – they're there to keep you moving forward and are way less scary than the big, end of year goal. In my case 20 rough pages a week is a really do-able goal – and in 6 weeks I've got a rough draft!)*

13. With this information in hand – set a weekly and daily goal that will help you achieve your monthly goal.

14. If you're someone who likes using a "to do" list – write your daily goal at the top of your list and tick it off when you're done.

*45 minutes of writing? Boom! And tick! Ah, the sense of achievement.*

15. Write down what will motivate you to stick to your schedule. Is it a deadline, a writing buddy, a reward?

*Write a list of two things you need to stay on track*

16. What do you need to do to include the motivation above in your life?

17. And finally – when would you like to show someone else your work?

**And above all remember this - your job isn't to be perfect – it's to complete your project.**