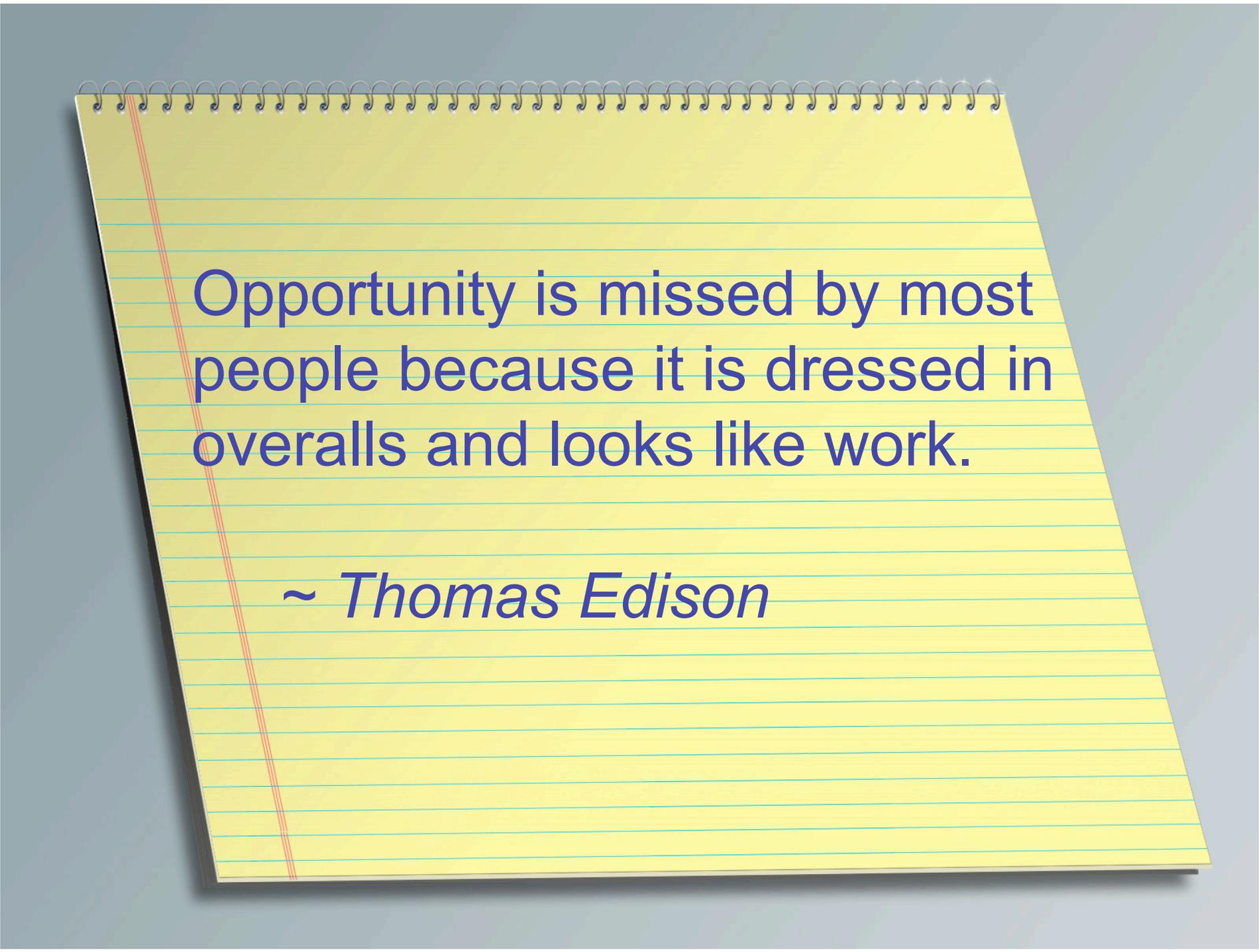
A spiral-bound notebook with a dark blue cover is shown at an angle. A yellow sticky note is attached to the cover. The notebook is set against a light blue background.

Goal Setting & Self Evaluation

*If It's To Be,
It's Up To Me!*

- **90 % of Successful people set goals.**
- **90% of people who feel they have failed did not set goals.**



Opportunity is missed by most people because it is dressed in overalls and looks like work.

~ *Thomas Edison*

Setting Goals

- *Allows you to choose where you want to go in life.*
- *Gives you a long-term vision and short-term motivation.*
- *Focuses your acquisition of knowledge*
- *Helps you to organize your resources*
- *Helps you to measure success along the way*

Advantages of Setting Goals

- *Achieve more*
- *Improve performance*
- *Increase motivation to achieve*
- *Increase pride and satisfaction in achievements*
- *Improve self-confidence*
- *Plan to eliminate attitudes that hold you back and cause unhappiness*

People who use goal setting effectively...

- *Suffer less from stress and anxiety*
- *Concentrate better*
- *Show more self confidence*
- *Perform better*
- *Are happier and more satisfied*

“How to” on setting goals

- *What do you want to achieve in your lifetime?*
- *There are many categories of goals*
 - *Personal (family, health)*
 - *Education*
 - *Career*
 - *Etc..*



Setting Effective Goals

- *Express goals positively*
- *Be precise*
- *Set priorities – don't be overwhelmed by too many goals*
- *Write your goals down*
- *Keep goals you are working towards immediately, small and achievable*

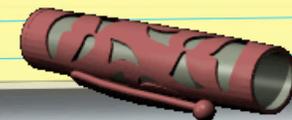
Some Goal Setting Principles

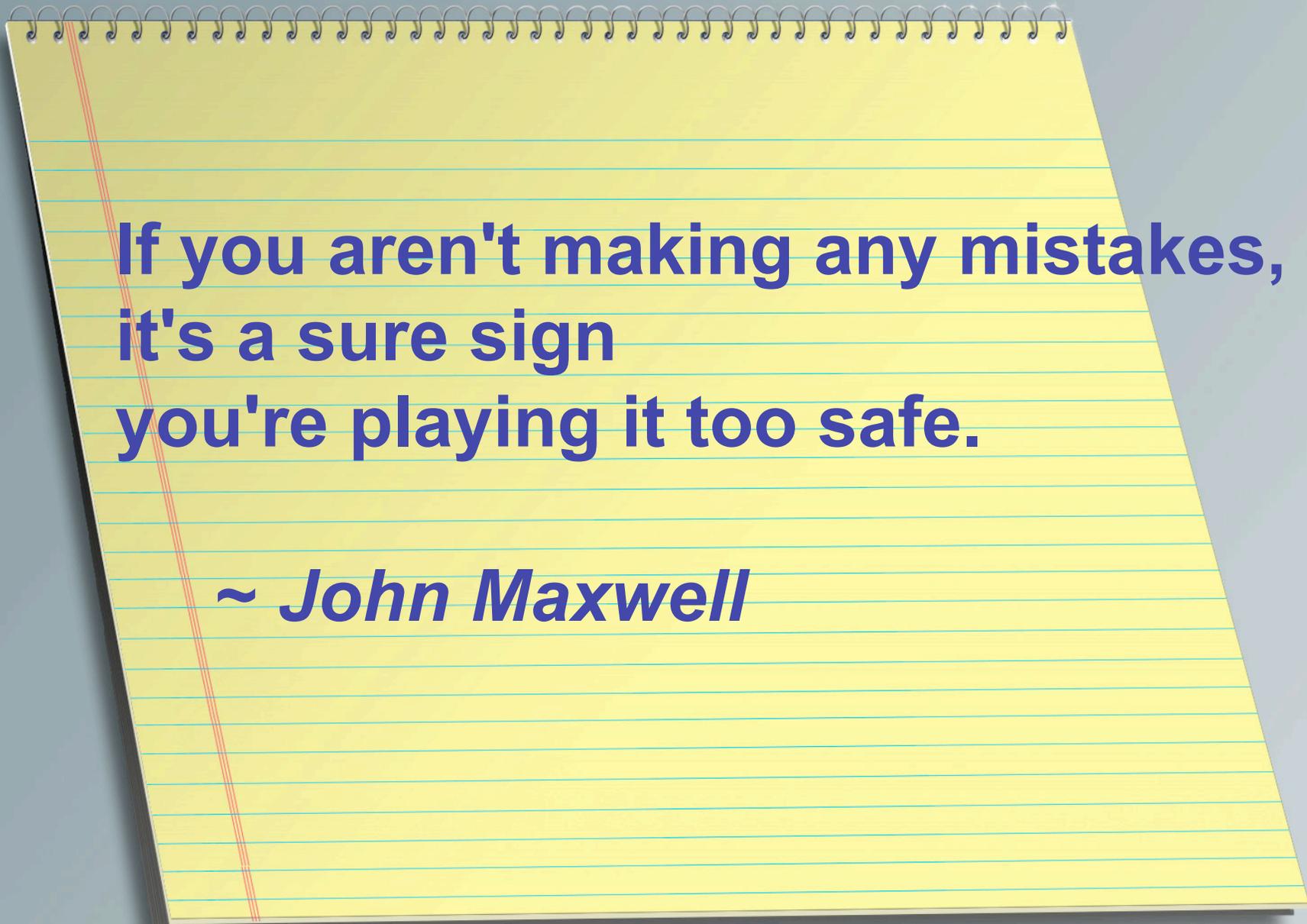
- *Set Performance, not Outcome Goals*
 - *Set goals over which you have as much control as possible*
 - *Goals based on outcomes are extremely vulnerable to failure because of things beyond your control*
- *Base goals on personal performance or skills or knowledge to be acquired*
 - *(in a race, set a performance time, not the outcome of a win—you have control over only your own performance)*

- *Set specific, measurable goals.*
 - *If you achieve all conditions, then you realize confidence and comfort in the achievement*
 - *If you consistently fail to achieve the goal, reassess and adjust it; analyze the reason for failure and take appropriate action to correct.*
- *Set Realistic Goals*
 - *Avoid setting goals based on*
 - *Other people*
 - *Insufficient information*
 - *Always expecting perfect performance*
 - *Lack of respect for self*
 - *Take time for yourself to avoid burnout*

- *Avoid setting goals too low*
 - *Fear of failure*
 - *Taking it TOO easy*

- *After examination of the previous points, take note to set goals at reasonable levels.*
 - *Individual process*
 - *Be honest*
 - *Take pride in goal setting*





**If you aren't making any mistakes,
it's a sure sign
you're playing it too safe.**

~ John Maxwell

Assessment

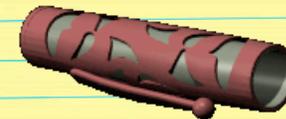
- *Feedback: Failure*
 - *Where you have failed to reach a goal, ensure that you learn the lessons of the failure*
 - *Did you try hard enough*
 - *Were technique, skills or knowledge faulty and need to be enhanced*
 - *Was the goal you set unrealistic*
 - *Etc...*
 - *Use this info to adjust the goal—then it becomes a positive learning experience*
 - *Trying something, even if it does not work often opens doors that would otherwise have remained closed*

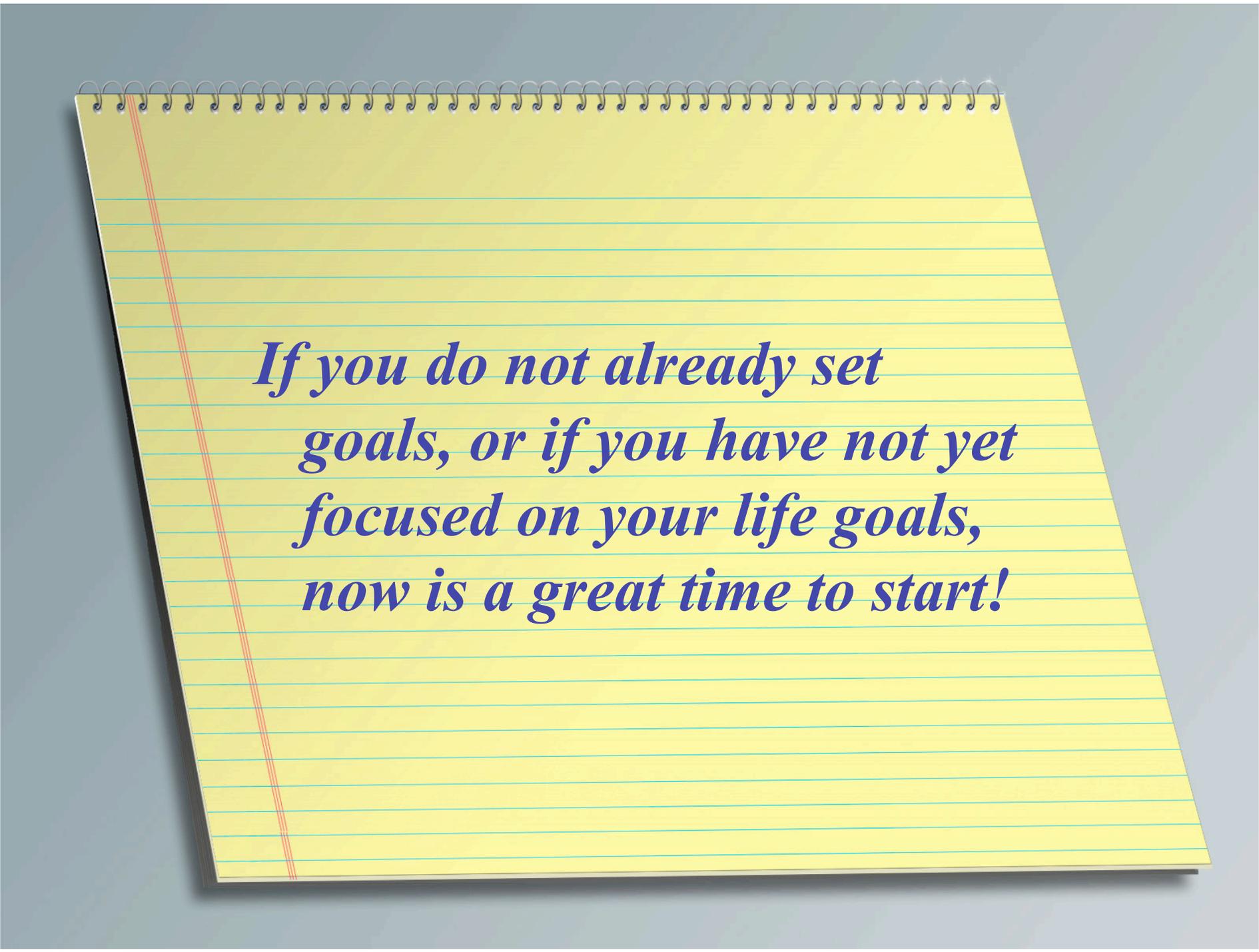
Assessment

- *Feedback: Success*
 - *If goal was easily achieved, make next goals harder*
 - *If goal took a dispiriting length of time to achieve, make next goals a little easier*
 - *If you learned something that would lead you to change goals still outstanding, do so*
 - *If while achieving the goal you noticed a deficit in your skills, set goals to fix this*

Summary of Goal Setting

- *Goal Setting is an important method of*
 - *Deciding what is important for you to achieve in your life*
 - *Separating what is important for you from what is irrelevant*
 - *Motivating yourself to achievement*
 - *Building your self-confidence based on measured achievement of goals*
 - *Phrasing them positively*
 - *Defining them precisely*
 - *Prioritizing multiple goals*
 - *Writing them down*
 - *Keeping them manageable*
 - *Defining performance, not outcome*





*If you do not already set
goals, or if you have not yet
focused on your life goals,
now is a great time to start!*

Goal Setting

- *Take 5 – 10 minutes to quickly brainstorm on a separate piece of paper, goals that you have for yourself.*
- *Write them all down, no matter how unlikely*
- *Prioritize them*
- *Take the first 5 and rewrite them into specific, realistic, measurable, performance-oriented goals.*

Self Evaluation

- *What are your weaknesses as you reflect on the goals that you have set for yourself?*
- *How will you address these weaknesses as you strive to achieve your goals?*
- *Where is your network of support?*

** * * * **

- *What are your personal strengths as you reflect on your goals?*
- *How will you remain motivated and focused?*
- *How will you know when you have achieved a goal?*

Most look up
and admire the stars.

A champion climbs a mountain
and grabs one.

~ *Unknown*

