CHAPTER 4

Setting Goals
If I had magical powers and could grant you your degree *Today*

*If you could skip this “college stuff”* --if you had your degree right now,

**WHAT WOULD YOU BE DOING?**
On a separate sheet of paper (for yourself and no one else)

Quickly describe a typical day for you, if you already had the degree you wanted.

With that in mind, let's think about **goal setting**.
Why Set Goals

Ask two of you fellow students to give you a reason to set goals. Put those reasons in your notes.

You will probably want to list some on the board.
When setting goals

Use Common Sense

- Make sure that the goal you are working for is something that you really want, not just something that sounds good.

- Make sure they are your goals not someone else's.

- A Goal should not contradict any of your other goals.
Some of you **clearly know** what your goals are.

But you may not have examined **all areas** of your life.

Most of us just go from day to day without a great deal of thought about **what we ultimately want**.
Areas

To help you think about goals that you might want to set, let’s divide your life into different AREAS and think about what you want for that area.

(You could just as easily examine your goals by the roles you play: student, son/daughter, father/mother, friend. . .)
Warning

You can be an EXPERT in any one area. You may be good at two or three. But we are limited in the amount of time, money and effort we can expend. Ultimately you choose which ones you consider most important. Your choices are a reflection of your values.
Areas of Your Life

Setting Goals
Family / Home
Mental / Education
Financial /Career
Social /Cultural
Spiritual/Ethical
Physical/Health
Fun/ Recreation
In order to help you think further about the areas of your life, we can consider some common themes in each area.
Expansion or Cutting Back

Doing more or doing less.

Family/Home    Mental/Education    Financial/Career
Social/Cultural Spiritual/Ethical Physical/Health
Fun/Recreation
Improvement

Trying to get better at something.
Problem Solving

Finding the answer to a problem.
Keeping things the same.
Family/Home  Mental/Education  Financial/ Career
Social/Cultural Spiritual /Ethical  Physical/Health
Fun/ Recreation
Some Principles of Writing Goals

Write your goal in the **positive** instead of the negative.

Set **performance goals** not outcome goals.

In your notes, give an example of a **performance goal** and an **outcome goal**.
Writing Useful Goals

5 elements
5 elements of a SMART Goal

Specific  Describes what you want to accomplish with as much detail as possible.

Measurable  Describes your goal in terms that can clearly be evaluated

Action Plan  You must develop a plan of action

Realistic  A goal you know you are actually capable of obtaining

Target Date for completion  Goal that breaks longer term goals into shorter pieces and clearly specifies target completion dates
Specific

*Describes what you want to accomplish with as much detail as possible.*
Measurable

Describes your goal in terms that can clearly be evaluated
Action Plan

You must develop a plan of action in order to accomplish your goal.
Realistic

A goal you know you are actually capable of obtaining
Target Date

A goal that breaks longer term goals into shorter pieces and clearly specifies target completion dates
Goals

Write them down-

- makes them more concrete--
- gives you different perspective
Visualize Your Goal

Literally draw it where you can SEE what you want.
Put goals everywhere. Make them visible.

Visualize reaching goal. Note steps.

Begin Immediately
Best time to set goal is when there is a major change in your life.

Evaluate Periodically
Think a goal through

- What skills do I need to achieve this
- What information and knowledge do I need
- What help assistance or collaboration do I need
- What resources do I need
- What can block progress
- Am I making any assumptions
- Is there a better way of doing things
Goals for the CLASSROOM
Set Goals

For Semester
For Course
For Each Class Period

What are your goals for this class?
Goals Provide Directions

If you don’t have directions for where you are going, you may end up somewhere you don’t want to be.