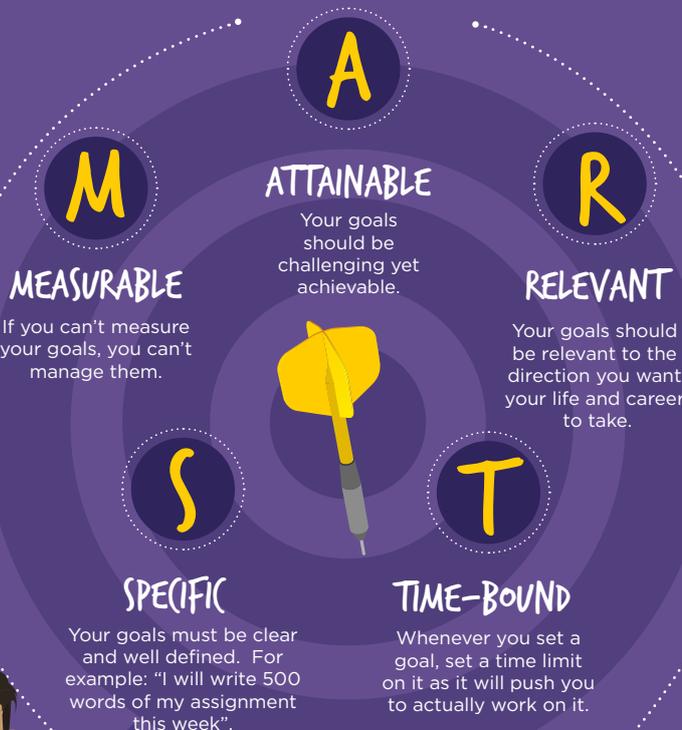# GOAL SETTING

WHAT IS A GOAL?

A goal is something you want to achieve. It is not an activity; it is not a task. It is an aim or a purpose. Goals are the first step towards planning for your future and goal setting is the process by which you achieve your goals.

GET SMART ABOUT SETTING YOUR GOALS

If you want to succeed, you need to set goals. Without goals, you lack focus and direction. Goals also help you measure success.

To accomplish your goals, you need to plan and structure them properly as a goal without a plan is just a wish. So, you need to get smart about goal setting, I mean **S.M.A.R.T!**

A — ATTAINABLE
Your goals should be challenging yet achievable.

M — MEASURABLE
If you can't measure your goals, you can't manage them.

R — RELEVANT
Your goals should be relevant to the direction you want your life and career to take.

S — SPECIFIC
Your goals must be clear and well defined. For example: "I will write 500 words of my assignment this week".

T — TIME-BOUND
Whenever you set a goal, set a time limit on it as it will push you to actually work on it.

Whenever you set a goal, set a time limit on it as it will push you to actually work on it. Remember to evaluate and revisit your goals at regular intervals – this will help you to stay agile and adapt your goals to keep pace with your evolving life and career plans.

10 STEPS TO GOAL SETTING SUCCESS

10 What accomplishments along the way will ensure that you reach your goal?

9 Who will help you stay the path with your goal?

8 What will your checkpoints be? (end of day, end of week tracking)

7 How will you deal with the barriers and the distractions that may prevent you from reaching your goal?

6 What barriers will prevent you from realising your goal?

5 What steps are required in order to realise your goal?

4 Why is this goal meaningful for you?

3 How will you know when you reach your goal?

2 Be specific about when you will reach your goal.

1 State your specific goal.

Based on content developed by the UCC First Year Experience Office and the UCC Student Counselling and Development Service.

USEFUL RESOURCES:

TED

MindTools — Essential skills for an excellent career

YouTube

UMass Dartmouth

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