Goal Setting Exercise

Goals are statements of what you want to do. A goal should have the following characteristics:

CONCEIVABLE:	It can be put in words.
ACCEPTABLE:	It appears to be appropriate to your values.
ATTAINABLE:	It can be accomplished using a plan of action.
MANAGEABLE:	You have direct control over the achievement of the goal; it does not depend on others.
ASSESSABLE:	There is some sort of record keeping and method for assessment.
DESIRABLE:	It is something you really want to do.
GROWTH PRODUCING:	It encourages positive self-development and change.

What is a goal you would like to set? This can be a career goal or another type of goal.

_____

_____

Now list some objectives. Objectives are steps to reaching your goal. Objectives should be specific and they are short term. The more specific and measureable your objectives are, the more likely it is that you will accomplish them. You can think of it as taking smaller chunks of a big project and doing them step by step. List your objectives.

1. _____
   _____

2. _____
   _____

3. _____
   _____

4. _____
   _____

5. _____
   _____

It isn't always easy to reach goals. As a matter of fact, reaching big and important goals usually isn't easy. One thing to remember is that you need to consider what you are willing to give up to reach your goal. If you had the goal of making the hockey team when you were in high school, you probably had to give up things like free time and sleeping in. If you have the goal of losing weight, you may need to cut down on portions of food you enjoy and give up some free time to exercise. Another important facet of goal setting is that you need to have a realistic timeline to reach your goal. If you bench press 35 pounds today, you cannot set a goal of bench pressing 175 pounds by next week. You should also set your goals high, but realistically. If your objectives are small and measurable and you give yourself enough time to complete your goals, just think of the sense of accomplishment you will feel when you reach your ambitious goal! It is also a great idea to reward yourself after you complete each objective and after reaching your goal. This technique can help you to keep motivated even when the going gets tough.

Have you ever set a goal and reached it? What was the goal? Did you use the above techniques?