Goal Setting

Up Your **Learning**

Key		***PIC***	***TERM QUESTION***
	Goal setting is the process of determining what your goals are, relating them to your long term intentions and making them: Specific, Measurable, Attainable, Realistic & Timely.		
	This goal setting strategy is based on SMART: Specific, Measurable, Attainable, Realistic and Timely.		What is goal setting?
S	**Specific:** - A specific goal has a much greater chance of being accomplished than a general goal. To set a specific goal you must answer the six "W" questions: Who is involved? What do I want to accomplish? Where am I going to do this? When will this occur? Which parts of the goal are critical? Why do I want to accomplish this goal? Example: A general goal would be, "Get a good mark in Math". A more specific goal would be: "On the quiz tomorrow in class I will get 70% to show I an ready for the test on Friday".	☸	
M	**Measurable:** Determine the criteria for success and when you reach your goal, Smile & Celebrate. To determine if your goal is measurable, ask questions such as: "How much? How many? How will I know when it is accomplished? Example: By Saturday, I will write a 5 paragraph essay of 1500 words based on the book . . . . Within this goal, you break it down into smaller goals such as by tomorrow, I will have a mind map developed to show the areas I will write about.		
A	**Attainable** (Achievable, Actionable and Acceptable) – As you identify the goals, you must make sure that these goals are your goals, important to you and you can reach them. Example: A test is coming up and you want 70% on the test , so make your goal to learn the material so that you can explain to others and do well on the test.		
R	**Realistic** (Reachable and Relevant) – Make goals realistic, reachable and relevant so you are able to reach them and they are meaningful to you.	✎	
T	**Timely** – Develop time frames that allow you to be able to accomplish your goals, as well as, that they are scheduled to meet any deadlines. Look at your long term goals and work backwards so that each smaller goal works toward the larger goal. Example: By the end of this hour, I will have read the first section of Chapter 5 and answered the questions at the end which will lead to the reading of the whole chapter.		
	Extra Ideas: • *Tell your goals to others so they can help yoiur reach them.* • *Develop study teams with common goals so you can work toward them.* • *Celebrate your successes and look back often and see where you have come from.*		
	Use SMART goals in all areas of your life to accomplish the many tasks that need to be done to work toward your goals.		1/1 Rlmoore 88/02