GOAL SETTING

What is a goal?

A goal is like a light at the end of a tunnel that will keep you on the right track. It is like the air above the surface when you are swimming under water. It is where you want to get to in order to keep yourself happy. **Your life only goes forward thanks to your goals**.

Why do we want to have goals?

Your goals are going to shape your life, define the person you are going to be and give you **the right motivation to get where you want to be**. If you don't know where you are going, you will be like a life nomad, going from one situation to another, handling them the best you can but never truly **in charge of your destiny.**

How do we set our goals?

Sometimes, you will find it very difficult to have a clear picture of what you would like your future to be like. If you do have this very clear, good for you! Then you know where to start, i.e. **where you want to be**   If your future is not yet defined in your mind, or only some aspects of it, then start with shorter-term goal. What I mean is that you can have a goal to achieve by next week or next month. It is a very good start and will give you a clearer idea of your wider goals little by little.

Think about conversations you have with your friends where you start **dreaming** about what you'd like to do: "What I would really like one day is to go to China and walk on the Great Wall." Instead of this being a dream, you can turn it into a goal and make it **a reality** through a series of smaller goals: graduate from High School, go to college, take a Chinese class, work for a China based company, get promoted to go and work in China.

On a smaller time scale, you could want to get a track scholarship at your chosen university. If that's your final goal, your other smaller goals could be: Get selected for my High School track team, achieve the best time in the team in the 100-meter-run (or the 400-meter, etc.), do a basic training session on my own every day, etc.

All these goals will have to have a **time frame.** If you want to get a scholarship, it won't be enough to enter the track team in your senior year in High School. So the goal should be: Be in the track team in my freshman year of High School, and then you can work on the second goal which would be to achieve the best time by the middle of your sophomore year for instance.

1. Start on the **MY FINAL GOAL** page. Choose one big final goal that is important to you and name it. For instance, as stated above, your goal can be *"WALK ON THE GREAT WALL OF CHINA"* and put a **DATE** to it.

2. What you need to do at the same time, in order to decide about a goal, is to imagine what your life is going to be once you have achieved this goal. Use the box provided to write something that would look like a journal entry in the future.

For example: *October 24th, 2019: I'm standing on the Great Wall of China writing this! My job at X (company name) is fantastic and I really enjoy living in China. My new friends are great and...*
You can write as much as you want, just close your eyes, imagine your life and get excited about it. Write it all and make sure you write it in the **PRESENT TENSE, AS IF YOU WERE ALREADY LIVING IT.** If you are artistic, draw it, or get pictures and add them there.

*If you don't know have a final goal yet, it's ok, just skip steps 1 and 2 and move on to the next section called **MY INTERIM GOALS** and start with goals that are smaller, closer and more realistic to you. Be ambitious but stay within what you know you can achieve.*

3. Once you have decided on your final goal, **PRINT THE PAGE** or make a neat copy of it and post it in a place where you are going to be able to look at it **EVERY DAY** several times, like for instance your bathroom mirror. Then carry on.

4. On the **MY INTERIM GOALS** page, you are going to work backwards from the picture you have in your mind of what your life will be like when your final goal is reached, to now. In other words, you are going to identify the few smaller goals that will enable you to get to your final one. With each of these, answer the question **"WHY IS THIS GOAL IMPORTANT TO ME?"** to link it back to your final one. For instance, one of your goals could be to graduate from High School with a GPA average of 4. The answer to the above question could be: *because the college I want to go to only accepts students with a GPA of 3.8 or more.*

5. You will decide the **DATE** by which you want each goal accomplished and the dates when you are going to re-visit each goal to assess your progress and maybe readjust the time frame or the actual goal. In the "Result" box, you'll add comments as you go along (for instance: "almost there!", "3 weeks to go" or "it's hard but I'll get there!") and finally, a big YES or DONE or ACHIEVED when you have reached your goal.

6. Then copy the main title of each goal onto the **MY GOAL SUMMARY SHEET** and post it with your final goal.

Then you are set. Keep your vision clear and remind yourself of what you need to achieve. Stick to it and you'll see that things will come into place for you.

MY FINAL GOAL

My Goal:

My life when I've achieved it.

Date:_____

_____

_____

_____

_____

_____

_____

_____

_____

MY INTERIM GOALS

Goal #	I will reach this goal by (date)	I will revisit this goal on (date)	Adjustments	Result
		* *	• • •	

Why is this goal important to me? _____

_____

Goal #	I will reach this goal by (date)	I will revisit this goal on (date)	Adjustments	Result
		* *	• • •	

Why is this goal important to me? _____

_____

You can print this page as many times as you want according to your number of interim goals.

MY GOAL SUMMARY SHEET

MY FINAL GOAL

WHAT I'LL NEED TO DO TO GET THERE:

GOAL # :	GOAL # :	GOAL # :
BY:	BY:	BY:
GOAL # :	GOAL # :	GOAL # :
BY:	BY:	BY:

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