

Goal setting is an essential tool for turning your ideal future into reality. By setting goals, you develop a “path” to success, because you know what you want to achieve, what you need to focus on, and what could be distracting you (Mind Tools Ltd, 2011).

Achievable goals are:

1. Realistic:

✓Realistic: I want to get an A on my next test in Economics.

✗Unrealistic: I want to get 100% on every test this year.

Why? If your expectations are unrealistic or include ‘all or nothing’ approaches, it may be difficult to reach your goal which could be discouraging.

2. Specific:

✓Specific: I’d like to finish this chapter and understand the concepts thoroughly.

✗General: My goal is to be smarter.

Why? If goals are too broad, it is often difficult to measure progress and evaluate areas of weakness.

3. Positive:

✓Positive: My goal is to take notes on the reading homework for English class.

✗Negative: I want to stop forgetting to take notes when I read.

Why? Focusing on what you want to achieve, rather than avoid, is more motivating and focuses on the result—not the problem.

What is one of your goals?

Achieving goals can be a challenge. Give yourself the best possible odds by:

1. Commit: Making a mental commitment to achieve is critical.

2. Plan: Write out the activities you need to complete to achieve your goal, and schedule time to complete these steps.

3. Evaluate: If things aren’t going well, sit down and revise. Ask yourself if you need support, a schedule change, or a more realistic/specific goal? Don’t abandon your efforts—changing is better than quitting!

4. Get Support: Use your campus’ resources! Tutors, librarians, and writing centers are always happy to help. Don’t forget to ask your friends and family too.

What do you need to do?

Planner

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday