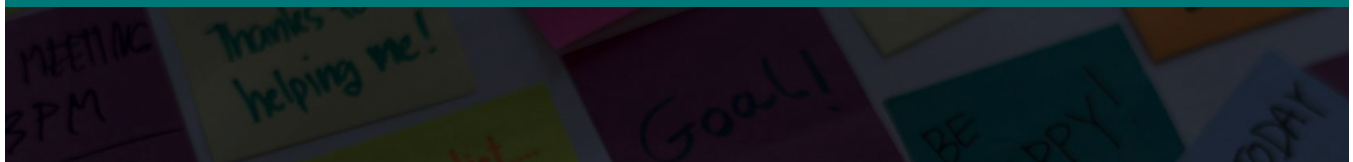




Goal Setting

What is goal setting?





What's the difference between bigger and smaller goals?

A bigger goal is more of a **long-term goal**, whereas a smaller goal is seen as being **short-term**.

Are bigger goals more important than smaller goals?

Each goal is unique to the person wanting to achieve it. Sometimes, achieving smaller goals is required to move towards achieving larger goals. Here are some examples:



Bigger Goal

Buy a house.

Smaller Goals

- Save money
- Make appointment with the bank

- Research properties

Bigger Goal

Graduate from university.

Smaller Goals

- Familiarise yourself with study materials
- Use LEAP Online for support with your study skills
- Use feedback to help with your next piece of work



Use goals as motivation

Goals may appear daunting at times, but they provide opportunities to succeed. They help you to visualise what you want to achieve.





SMART Goals

In relation to goals, you are likely to hear the term 'SMART' used frequently. SMART is an acronym of the most important aspects of goal setting. Here is what it stands for:

1

Specific: What exactly do you want to achieve?

2

Measurable: How will you know that you have achieved it?

3

Achievable: Are you willing and able to work towards it?

4

Relevant: Are you clear about why you want to achieve it?

5

Time Bound: When do you need to achieve it by?

Following these steps will help you to keep your goals in sight, and to take the right steps to meet them. It is important that you review your SMART goals regularly, as your progress may impact your priorities.



Pathway to achieving your goals

The following is a suggested action plan to reaching your goals at university:

Focus on your main goal —

Regardless of how big or small, your main goal is your ultimate target. Identify what it is, and then you can put the steps in place to achieve it. Additionally, ensure that your goal is realistic to avoid losing motivation.

Plan your journey to achieving your main goal —

What do you need to put in place to achieve your goal? Identifying your journey will help with progression.

Break things down —

Breaking your main goal down into smaller supporting goals will help to build a sense of achievement, and retain motivation.

Use SMART to build focus —

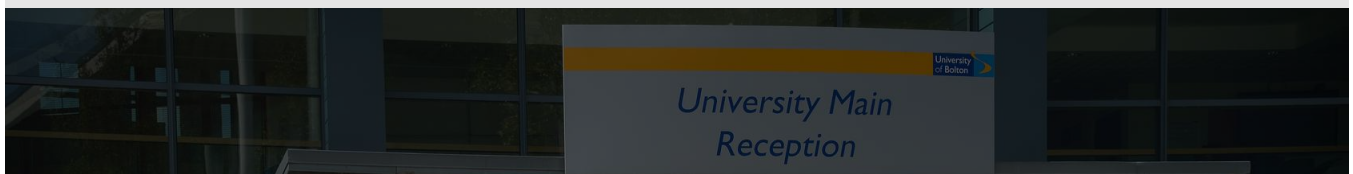
Ensuring that your goals are:

- Specific
- Measurable
- Achievable
- Relevant
- Time Bound

This will help with focus, motivation and progression.

Action plan —

Everybody will tackle their goals in a different way. Find what works for you and use that to help you achieve your goals. Additionally, it is important that you acknowledge and celebrate your successes!





Key Take Away

Using your own feelings, you will be able to determine how easy or difficult the goal was to achieve. Use those feelings when planning further goals to stay motivated, realistic, and successful!