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5 Facts About Goal Setting

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These practical tips on goal setting can help make it easier to set and reach goals:

1. **Specific, realistic goals work best.** When it comes to making a change, the people who succeed are those who set realistic, specific goals. "I'm going to recycle all my plastic bottles, soda cans, and magazines" is a much more doable goal than "I'm going to do more for the environment." And that makes it easier to stick with.
2. **It takes time for a change to become an established habit.** It will probably take a couple of months before any changes — like getting up half an hour early to exercise — become a routine part of your life. That's because your brain needs time to get used to the idea that this new thing you're doing is part of your regular routine.
3. **Repeating a goal makes it stick.** Say your goal out loud each morning to remind yourself of what you want and what you're working for. (Writing it down works too.) Every time you remind yourself of your goal, you're training your brain to make it happen.
4. **Pleasing other people doesn't work.** The key to making any change is to find the desire within yourself — you have to do it because you want it, not because a girlfriend, boyfriend, coach, parent, or someone else wants you to. It will be harder to stay on track and motivated if you're doing something out of obligation to another person.
5. **Roadblocks don't mean failure.** Slip-ups are actually part of the learning process as you retrain your brain into a new way of thinking. It may take a few tries to reach a goal. But that's OK — it's normal to mess up or give up a few times when trying to make a change. So remember that everyone slips up and don't beat yourself up about it. Just remind yourself to get back on track.

Reviewed by: D'Arcy Lyness, PhD

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SMART

Specific

Measurable

Action Oriented

Realistic

Time Bound

Very Good!

For example:

I will read one novel by April 28th.

I will type 20 wpm by March 4th.

I will be on time for every class this month.

At home

- Organize myself each night for the next day (file papers, check schedule, calendar and weekly goals).
- Use a calendar for recording due dates and tests.
- Break larger assignments into smaller parts and set deadlines for finishing each part.
- Study in a quiet, distraction-free place.
- Organize my desk, drawers and papers.

Much Better!



In class

- Listen carefully to the teacher.
- Avoid talking to friends during class instruction.
- Practise taking better notes.
- Finish all assignments and make sure they are handed in.
- Participate actively in class discussions.
- Ask the teacher questions when I don't understand.

Date: _____

Goal setting organizer

Name: _____

Goal

My goal is to ...

Get an A on Science presentation.

Is your goal

☐ Specific?☐ Measurable?☐ Action Oriented☐ Realistic?☐ Time-based?

Rationale

I chose this goal because ...

I will be able to go on Spring
field trip to Coast.

Action plan

To reach this goal I will ...

1. Begin project 1 month before due date.
2. Use 5+ references.
3. Get Brent to look at 1st draft and make suggestions.
4. Practise presentation on video tape. (x3)

Measurement

How will I know if I am successful?

My mark!
plus, I'll feel confident.

Evaluation

What would I do differently in the future?

I made it but the timeline was tight.
Next time I'd spend another week and
cancel weekend plans.

<<https://youtu.be/sQUnXDebn9s>>

7 Secrets to Success (...from Steve Jobs)

- 1) Do what you _____.
- 2) Put a _____ in the _____.
- 3) Say "_____" to _____ things.
- 4) Kick-start your _____.
- 5) Sell _____ (not _____).
- 6) Create insanely great _____.
- 7) Master the _____.

"Good artists _____ ; great artists _____."

Uncover your challenges inventory

Name:



1. I come to school every day.
2. I come to class on time.
3. I come to class with the materials I need.
4. I come to class prepared; e.g., textbook read, assignments complete.
5. I leave my worries outside the classroom door.
6. I can follow written directions.
7. I can follow spoken directions.
8. I understand the new ideas the teacher presents.
9. I can focus my attention in class.
10. I contribute to class discussions.
11. I take accurate and detailed notes.
12. My notebooks are organized and complete.
13. I am clear and concise when writing.
14. My written work is accurate, legible and organized.
15. I finish assignments within time limits.

always usually sometimes not yet

[illegible]

Activity I (continued)**Uncover your challenges inventory**

	always	usually	sometimes	not yet
16. I know when and who to ask for help.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17. I can sit still for long periods of time.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18. I do not distract or chat with others.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19. I remain calm and focused during tests.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20. I do well on tests.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

A. To get more feedback about my in-class behaviour I could talk with:

B. Do teachers ever mention a specific in-class behaviour to you? For example, "Don't chat with your neighbours," or "You need to bring a pencil everyday." Write these comments down even if you don't like them or agree with them — there may be helpful information in this feedback.

Activity 2

Date: _____

Name: _____

Know your own strengths inventory



A. List four successful experiences you have had in the last 12 months:

- _____
- _____
- _____
- _____

B. List four everyday things you do well:

- _____
- _____
- _____
- _____

C. List two things you could teach someone else:

- _____
- _____

D. List 10 positive words to describe yourself:

- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____

E. List two things that really matter to you:

- _____
- _____

F. List two things you can do for yourself that will always makes you feel good:

- _____
- _____

G. List two people who you can count on for help and support:

- _____
- _____

Activity 3

Date: _____

Name: _____



Know your time limits checklist

I would like to participate in the following extracurricular activities:

- _____ (hours per week) _____
- _____ (hours per week) _____
- _____ (hours per week) _____

My time commitments this year are:

A. My family responsibilities after school:

- _____ (hours per week) _____
- _____ (hours per week) _____
- _____ (hours per week) _____

B. My athletic/team sport commitments after school:

- _____ (hours per week) _____
- _____ (hours per week) _____
- _____ (hours per week) _____

C. Additional lessons, organizations or volunteer commitments:

- _____ (hours per week) _____
- _____ (hours per week) _____
- _____ (hours per week) _____

D. My part-time job commitment during the school year:

- _____ (hours per week) _____
- _____ (hours per week) _____
- _____ (hours per week) _____

E. Other:

- _____ (hours per week) _____
- _____ (hours per week) _____
- _____ (hours per week) _____

CAREER

What is it that you want to achieve:

• _____

Steps to take to achieve this goal:

• _____
• _____
• _____

RELATIONSHIP

What is it that you want to achieve:

• _____

Steps to take to achieve this goal:

• _____
• _____
• _____

FINANCIAL

What is it that you want to achieve:

• _____

Steps to take to achieve this goal:

• _____
• _____
• _____

SOCIAL

What is it that you want to achieve:

• _____

Steps to take to achieve this goal:

• _____
• _____
• _____

THE 5 YEAR GOAL PLAN

FAMILY

What is it that you want to achieve:

• _____

Steps to take to achieve this goal:

• _____
• _____
• _____

HEALTH

What is it that you want to achieve:

• _____

Steps to take to achieve this goal:

• _____
• _____
• _____

TRAVEL

What is it that you want to achieve:

• _____

Steps to take to achieve this goal:

• _____
• _____
• _____