

# setting GOALS

A goal is something that you set out to achieve.



- ➔ **Short-term goals** are things that you want to accomplish in a short period of time, such as a week or a month.
- ➔ **Long-term goals** are things that you want to accomplish in a long period of time, such as one year or five years.

Sometimes you run into things that make it difficult to achieve your goals. These things are called obstacles. This activity will help you learn how to avoid obstacles and to achieve your short-term and long-term goals.

1. Follow these four steps to set your goals:

- ➔ Identify your **goal**
- ➔ Choose your best plan of **action**
- ➔ Carry out your **plan**
- ➔ Look back and decide if you have **met your goal**

2. Use the four steps of goal setting to accomplish a short-term goal.

- ➔ The **goal** that I would like to reach this week is:  
(example: read a book, finish a school project)

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- ➔ I will work on reaching this goal by taking the following **actions**.

① \_\_\_\_\_

② \_\_\_\_\_

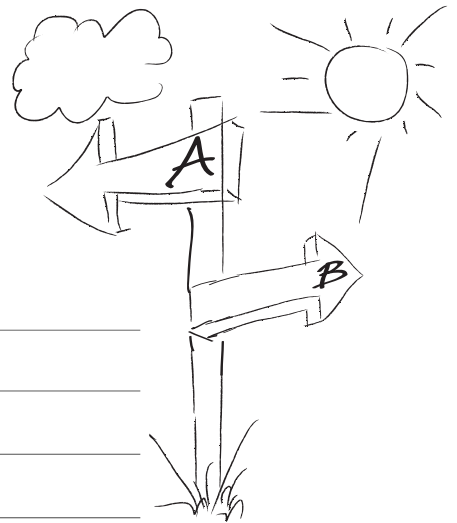
③ \_\_\_\_\_

- ➔ I will work on **reaching my goal** during the following times.  
(examples: every day from 4:00 to 5:00 p.m., all day Saturday)

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# PART 2 **setting** GOALS



1. Did you achieve your goal? \_\_\_\_\_ Why or why not?

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2. Write down any obstacles you found in reaching your short-term goal and how you overcame them.

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3. List **three long-term goals** that you would like to reach in your lifetime and **list three steps you can take to reach each goal**. This is how you develop a plan of action. Remember, through hard work and dedication, you can do whatever you set out to achieve.

**Goal One:**

**A**

**B**

**C**

**Goal Two:**

**A**

**B**

**C**

**Goal Three:**

**A**

**B**

**C**