

## Goal Setting Students Handout

*“If you set goals and go after them with all the determination you can muster, your gifts will take you places that will amaze you”*

- Les Brown

### Read and think:

Have you played or seen a football match? What will happen if someone removes the goal post? Will the match be still exciting?

If you have to travel from Agra to Delhi, we will book a bus or a train. So we will know the departure time, departure station, what route it will take and when it will reach, so we plan thoroughly about our journey. Isn't life a very big journey like that, but most of us don't plan for that?

### What is Goal Setting?

Goal setting is a process to identify something you wish to accomplish and create various objectives and steps that will help you to achieve it. In our journey of life, Goal Setting helps us to analyze how far we have come and how far we can go.

### SMART Goals:

When you set your goals, ask yourself these questions-

Where am I now?

Where do I want to get to?

What are my next steps? Who can help me?

How will I know when I have achieved my target?

What is the timing of these targets and action points?

These questions will help you decide SMART goals.

**Specific**  
**Measurable**  
**Achievable**  
**Relevant**  
**Timely**

A SMART goal is a carefully planned, clear and trackable objective. It stands for **Specific, Measurable, Achievable, Relevant and Time-Based.**

## **S = Specific**

Be as clear and specific as possible with what you want to achieve. For example, You are a tech graduate and want to join a start-up, instead of saying *“I want to enter the startup world”* you might say, *“I want to earn a position managing a development team for a start-up tech company.”*

## **M = Measurable**

What evidence will prove you’re making progress towards your goal? For example, if your goal is to earn a position managing a development team for a start-up tech company, you might measure progress by the number of management positions you’ve applied for and the number of interviews you’ve completed. Setting milestones along the way will give you the opportunity to re-evaluate and course correct as needed. When you achieve your milestones, remember to reward yourself in small but meaningful ways.

## **A = Achievable**

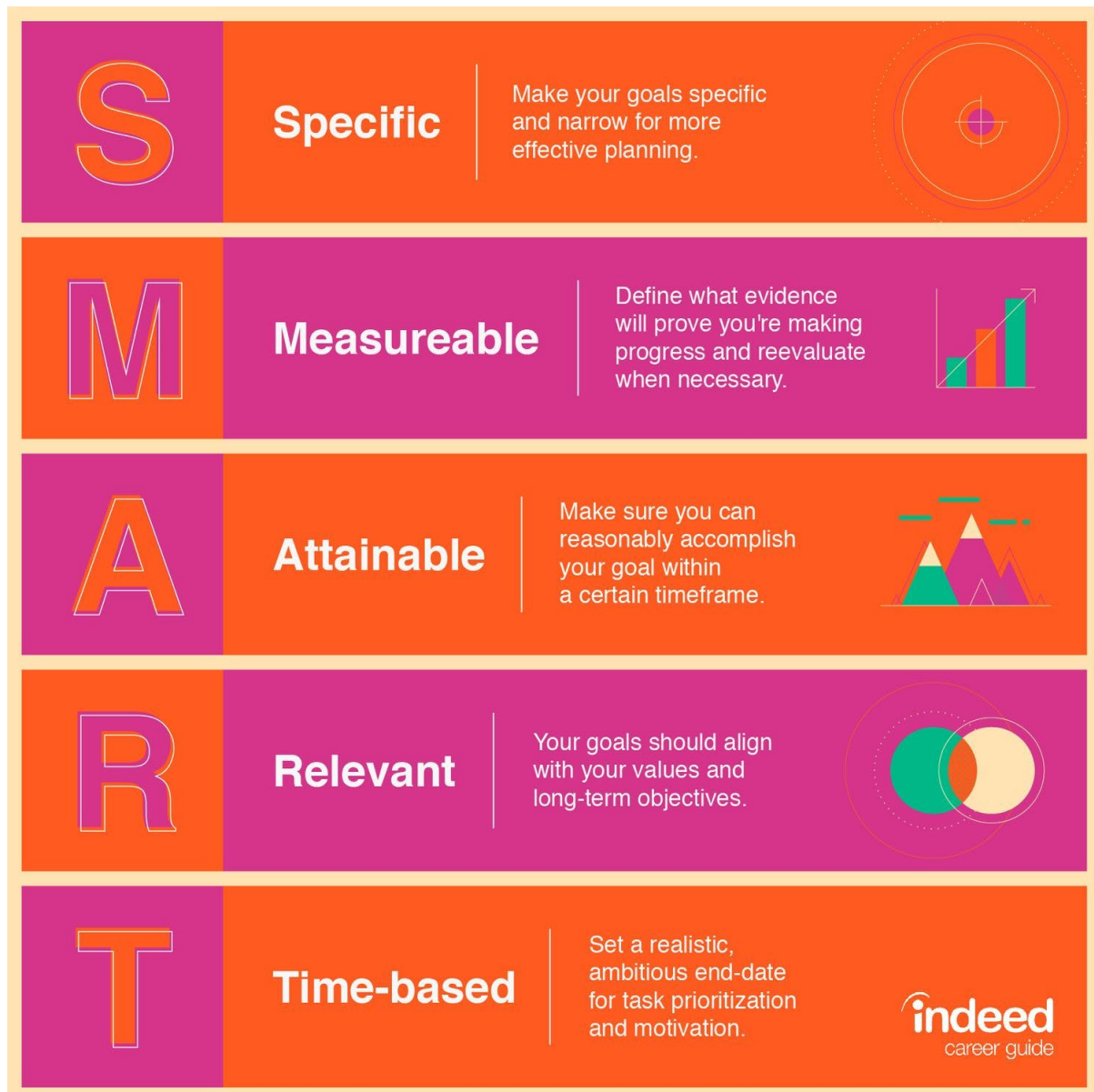
Using the above example of earning a job managing a development team, you should know the credentials, experience and skills necessary to earn that position. Before you begin working towards a goal, decide whether it’s something you can achieve now or whether there are additional preliminary steps you should take to become better prepared.

## **R = Relevant**

When setting goals for yourself, consider whether or not they are relevant. Ask yourself why the goal is important to you, how achieving it will help you and how it will contribute towards your long-term goals.

## **T = Time-based**

For example, if your goal is to earn a promotion to a more senior position, you might give yourself six months. If you haven’t achieved your goal in that timeframe, take time to consider why.



## Example

I will obtain a job as a primary school Hindi teacher within three months after graduating with my Bachelor in Education.

- **Specific:** The goal of becoming a Primary school Hindi teacher is well-defined.
- **Measurable:** Success can be measured by the number of applications, interviews and job offers.

- **Achievable:** The goal setter will have the appropriate degree for the job.
- **Relevant:** The goal setter is planning to get a job in the education industry after getting an education degree.
- **Time-based:** The goal setter has set a deadline to achieve their objective within the three months following graduation.

**Activity: Practice**

Fill this table with trainer's guidance

My Specific Goal?	
How will I measure my progress?	
Is this achievable?	
How is this goal relevant to me?	
What is the timeline	