

GOAL SETTING

Without a goal, how will you know where you're going?
Setting a goal sets your mind on a course. In fact, when you've identified a goal, your brain will actually help you identify ways to achieve that goal or solve your problems subconsciously!

GOAL SETTING IS IMPORTANT TO SHIFT YOUR FOCUS, BOOST YOUR MOTIVATION, AND GIVE YOU A SENSE OF DIRECTION. WITHOUT FORMALLY DEFINING A PARTICULAR AIM THAT YOU WANT TO REACH, YOU WON'T BE ABLE TO KEEP YOUR OBJECTIVES IN LINE.
-LEON HO, FOUNDER & CEO OF LIFEHACK.ORG

BACKWARDS DESIGN

Identify a Goal 

Determine How You Will Measure It 

Create the Process to achieve Your Goal

1. GOALS

- Identify Desired Results.
- What are you trying to do?

2. MEASUREMENT

- Determine what it means to achieve your goals.
- How will you know you did what you wanted to do?

3. PROCESS

- Design objectives that will make desired results happen.
- What specific steps do I need to take?

CREATING EFFECTIVE GOALS



Focus on outcomes, not activities. Activities are how we achieve our outcome-based objectives.

SMART GOALS

SMART Goals give you clarity, direction, motivation, and focus toward what you want to achieve.

- Specific
 - Make them as specific as possible
- Measurable
 - How will I know when it is accomplished?
- Aggressive and Achievable
 - Give them stretch
- Relevant
 - Make sure they focus on outcomes you really care about
- Time-bound
 - By when?

For more, watch our webinar titled
"Applying Performance Measures to Your Work"
at <https://bit.ly/2RLBfJ9>