



SETTING ACHIEVABLE GOALS

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“A GOAL IS A DREAM WITH A DEADLINE.”

NAPOLEON HILL (1883-1970)

What Do I Want?

- improve my grades
- earn a college degree
- earn a graduate degree
- get a job
- learn to play an instrument
- become more organized
- find a summer internship
- play professional sports





**MAKE YOUR
WISHES A
REALITY BY
CREATING SMART
GOALS**

SPECIFIC
MEASURABLE
ACTION-ORIENTED
REALISTIC
TIME-SENSITIVE

SMART GOALS

SMART GOALS

**WHAT
SPECIFIC
RESULT DO
I WANT?**

Non-Specific: I want to improve my grades.

Specific: I want to raise my grade in biology by five points by the end of the term.

HOW WILL I MEASURE MY PROGRESS?



Not Able to be Measured

I want to lose weight.

Able to be Measured

I want to lose five pounds by June 1st, and I will weigh myself every Monday for the next three months.

SMART GOALS

WHAT **A**CTION DO I NEED TO TAKE?

Incorrect

I will study to improve my grades.

Correct

I will read the chapter before class and review my notes for 20 minutes twice a week.

SSMART GOALS

Unrealistic

I want to score 50 points in the next basketball game.

Realistic

I want to make seven out of ten free throws.

**IS THIS
SOMETHING I
CAN
REALISTICALLY
ACHIEVE?**

SMART GOALS

WHAT IS THE **T**IME FRAME FOR MY GOAL?

Incorrect

I want to learn to play an instrument.

Correct

I want to learn to play “The Star Spangled Banner” on the piano by June 15th.

SMART **T** GOALS



**“OBSTACLES ARE THOSE FRIGHTFUL
THINGS YOU SEE WHEN YOU TAKE YOUR
EYES OFF YOUR GOAL.”**

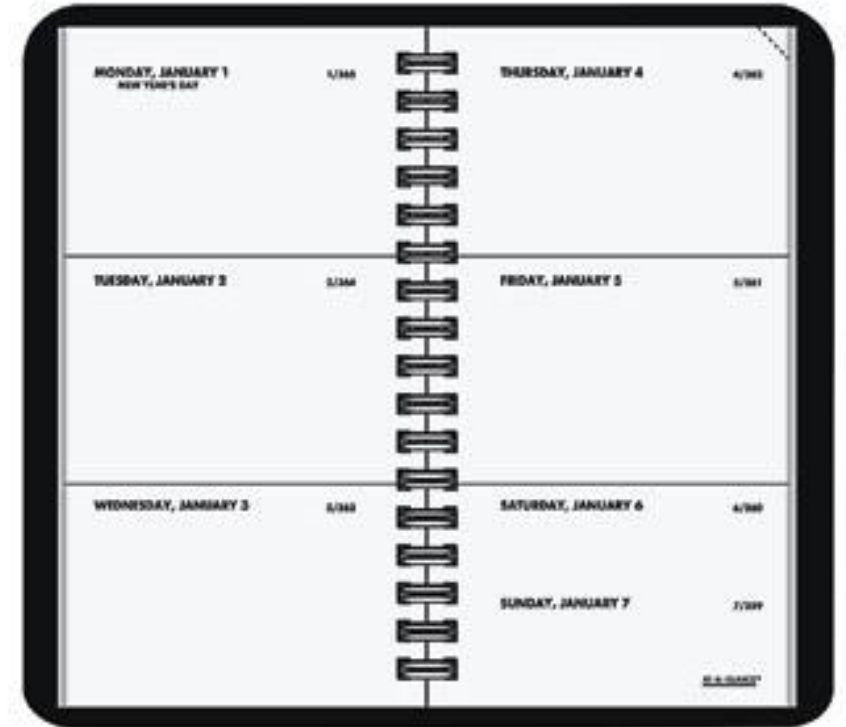
H E N R Y F O R D [1 8 6 3 - 1 9 4 7]

WHAT DISTRACTS US FROM OUR GOALS?

- **FEAR OF FAILURE**
- **INABILITY TO GET STARTED**
- **RESISTANCE TO RULES AND PARAMETERS**
- **LACK OF MOTIVATION**
- **LACK OF FOCUS**
- **PERFECTIONISM**
- **SOCIAL MEDIA**

HOW CAN I MANAGE MY TIME?

- **USE A PLANNER TO CREATE A SCHEDULE OF BALANCED ACTIVITIES.**
- **EVALUATE YOUR STUDY NEEDS FOR THE SEMESTER.**
- **IDENTIFY CONVENIENT TIMES AND LOCATIONS TO WORK.**
- **BREAK DOWN LONG TERM AND LARGE PROJECTS INTO SMALLER, MORE MANAGEABLE PARTS.**
- **ALLOW FOR THE UNEXPECTED.**



IF YOU WOULD LIKE TO LEARN MORE ABOUT TIME MANAGEMENT AND SETTING GOALS

Visit the Office of Academic Support

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