

Motivation and Goal Setting

Belief System □ **Values** □ **Motivation** □ **Goals**



Agenda

- About goal setting
- Types and characteristics of goal
- Requirement to set goals
- Effective Goal Qualities
- Steps Toward Setting Effective Goals
- Common Obstacles
- The Benefits of Setting Goals
- Motivation
- Tips
- Q & A

“Give me a stock clerk with a goal and I’ll give you a man who will make history. Give me a man with no goals and I’ll give you a stock clerk.”

- J.C. Penney

On a piece of paper, complete the following sentence:

“Five years from now, I will be ...”



A goal is: the end toward which effort is directed.
Goals are dreams and wants, except a goal is more
specific.

The purpose of goals is to give you something that you
want to enhance your life in some way.

So...

The most important thing you need to know about goals is
that you *ought to have* some.

Types of Goals

- **Long Term Goals:**
10-year, 5-year and 1-year goals
- **Short Term Goals:**
goals for the next 9 months, 6 months and 3 months
- **Immediate Goals:**
1-30 days from now

Characteristics of Attainable Goals

- Specific
- Written
- Measurable
- Action-Oriented (road map)
- Realistic
- Time-bound
- Anticipates obstacles
- Includes incentives

ACTION PLAN

- **TNT** Principle = Today Not Tomorrow
- Daily/Weekly habits that will help you reach your short-term goals and contribute to your long-term goal



Requirement to Set Goals

Learning how to set goals is as important as knowing what the goal should contain.

What's important to remember about setting goals is the correct F.R.A.M.E. of mind.

What is meant by “frame of mind?”

F.R.A.M.E

Fantasize - Dream your wildest dreams and make sure that your goals match your values. Ask yourself: what do you want to be doing in 1 year? 5 years? What kind of person do I want to be?

Reality - Fantasies can become reality, depending on how hard you are willing to work for them.

Aim - Define your goal(s) by striking a balance between Fantasy and Reality; set a high but realistic goal.

Method – Be truthful to yourself by narrowing your choices or goals to the ones you really intend to accomplish. Don't be afraid to ask for help.

Evaluation - Process the results, but don't make it the last step; evaluation should be on going.

5 Qualities of Effective Goals

S.M.A.R.T.

SPECIFIC

The Goal should be **SPECIFIC** enough so that we know exactly for what we are striving.

MEASURABLE

A goal must be **MEASURABLE**. It should have concrete facts.
You should be able to answer very specifically, when and how
you will know you attained your goal.

ACTION ORIENTED

ACTION-ORIENTED, declaring positive activity that will produce results.

REALISTIC

A goal must be **REALISTIC**.

Challenging yourself is an important part of goal setting.

You want to aim high; however, you also need to be realistic.

TANGIBLE

TANGIBLE meaning concrete and not vague.

Steps Toward Setting Effective Goals

1. Set Goals

- Identify what is important to you.
- What do you want to accomplish?

2. Identify possible strategies or objectives to reach each goal.

Make a list of what you feel are the best and most effective ways of reaching the goals you have already identified.

3. Select the best strategies

Now that you have made a list of several ways to achieve your goal, recognize which of these strategies will work best for you.

4. Outline specific plans

- Once you have narrowed down your strategy list, you can begin to make very detailed and specific plans to accomplish each strategy and ultimately reach your goal.
- Once we have a well-formed Goal Statement we need some direction to follow to achieve this Goal.

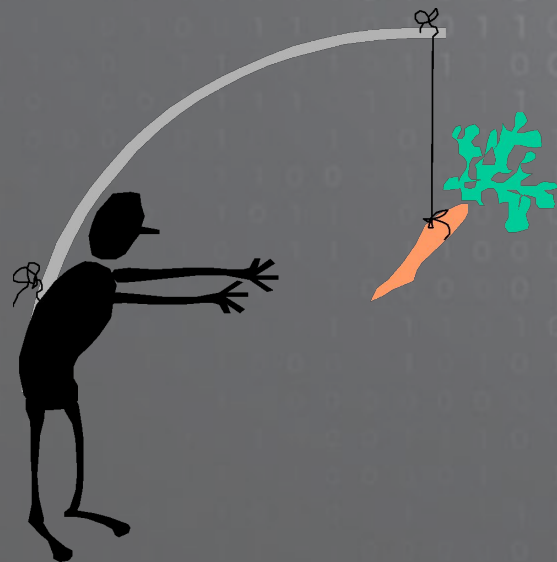
Common Obstacles

- Not expecting mistakes
- Blaming obstacles on your lack of abilities
- Not changing your environment
- Making unwise choices
- Lack of persistence
- Lack of commitment
- Opposing desires (YOU in your own way)
- Mental paralysis

The Benefits of Setting Goals

- Suffer less from stress and anxiety
- Concentrate better
- Show more self-confidence
- Perform better
- Are happier

**List the top 3 motivating factors in
your life**



Intrinsic & Extrinsic Motivation

Intrinsic motivation = comes from within

Extrinsic motivation = comes from external forces (but is connected to what you want intrinsically)

Motivation gives us the push, desire, and resolve to complete all the steps in the Goal Attainment process.

Motivation

- Start by surrounding yourself with positive people.
- They will encourage and nurture you.
- Stay away from negative people
- No one can teach you how to think.
- *You are your own motivator!*

HOG: Huge Outrageous Goals

- Stretch your capabilities
- Don't settle
- Take advantage of your best efforts
- Aim high—be ambitious

Tips!

- A goal must be REVIEWED.
- Share your goals with friends and family.
- Pick one of these persons to hold you accountable in addition to yourself.
- Remind yourself regularly of the goals you have set for yourself.
- You can write your goals in your calendar, on a mirror, or a desk.
- Check your progress regularly.
- Ask your friend or family for some additional incentive.

SUCCESS = ...

- **Finding Motivation**
 - **Setting Goals**
- **Making a Commitment**
- **Being Accountable**

Q&A Session





THANK YOU