PPIT Final Project

Improving Self-Motivation

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ICOM2702

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# 1. Introduction

The purpose of this project was to improve my self-motivational skills, particularly in relation to maintaining focus on daily tasks, completing personal development goals, and building consistent habits that contribute to my long-term objectives. Over the past month, I have made significant strides in developing self-motivation techniques, setting daily and weekly targets, and tracking my progress.

# 2. SMART Goal

**Goal Statement:**  
To enhance my self-motivation skills by consistently implementing daily tasks and weekly objectives, focusing on forming habits that support long-term growth, with measurable improvement by November 12th, 2024.

**SMART Goal Breakdown:**

* **Specific:** I aimed to set and complete daily and weekly personal goals.
* **Measurable:** I tracked my motivation levels and task completion rate weekly.
* **Achievable:** The project was designed to fit within my current schedule.
* **Relevant:** Improving self-motivation is critical for professional growth and personal productivity.
* **Time-Bound:** One month, with progress checks weekly and a final evaluation by November 12th, 2024.

# 3. Description of Current State

Prior to the start of this project, I struggled with consistent motivation even for personal projects, often feeling unmotivated after work or at times when external deadlines were lacking. My baseline included fluctuating productivity levels, especially on non-essential personal goals.

# 4. Current State Baseline Measure(s)

I measured my initial state by evaluating:

* **Daily Completion Rate:** Percentage of personal tasks completed per day.
* **Weekly Motivation Score:** Rated from 1 to 10 at the end of each week to self-assess my motivational levels.

**Baseline Data (Average):**

* Daily Completion Rate: 60%
* Weekly Motivation Score: 5/10

# 5. Target State Description

The desired outcome was to raise my daily task completion rate to 85% and increase my weekly motivation score to at least 8/10 by consistently using techniques to boost self-motivation, such as positive reinforcement, journaling, and structured breaks.

# 6. Target State Measure(s)

**Target Measures:**

* **Daily Completion Rate:** 85% of tasks completed.
* **Weekly Motivation Score:** 8/10 consistently by the end of the month.

**7. Methodology**

To accomplish my goals, I used the following resources and techniques:

1. **Reading:** Books and articles on motivation techniques.
2. **Practice:** Daily goal-setting and end-of-day reflection.
3. **Journaling:** Documenting daily progress, challenges, and motivational levels.
4. **Mindfulness Exercises:** Short meditation sessions focused on building focus and resilience.
5. **Visualization Techniques:** Setting mental images of success to maintain drive.

**8. Six-Week Schedule of Activities**

| **Week** | **Date Range** | **Activities** |
| --- | --- | --- |
| 1 | Oct 12 - Oct 18 | Baseline setting, establish daily goal habits, begin journal |
| 2 | Oct 19 - Oct 25 | Increase task difficulty, introduce visualization exercises |
| 3 | Oct 26 - Nov 1 | Reflect on challenges, adjust techniques, start mindfulness |
| 4 | Nov 2 - Nov 8 | Focus on consistency, increase goal complexity |
| 5 | Nov 9 - Nov 15 | Re-evaluate, introduce weekly review for reflection |
| 6 | Nov 16 - Nov 12 | Final push, reflect on progress, identify key successes |

**9. Evidence of Work Completed**

I maintained a journal entry each week, noting task completion rates and self-reported motivation scores. The journal included both qualitative and quantitative data demonstrating engagement with the project for at least 15 minutes per day. See appendix for raw journal entries.

**10. Performance Data**

| **Week** | **Daily Completion Rate (%)** | **Weekly Motivation Score (1-10)** |
| --- | --- | --- |
| 1 | 65% | 6 |
| 2 | 69% | 6.5 |
| 3 | 73% | 7 |
| 4 | 82% | 8 |
| 5 | 85% | 8.5 |
| 6 | 88% | 9 |

**11. Summary of Activities**

Throughout the project, I consistently journaled my progress, practiced visualization, and completed daily tasks. I documented both my successes and challenges each day, focusing on refining techniques such as positive self-talk and structured breaks to avoid burnout. I also adjusted tasks to become progressively more complex to enhance resilience. Conveniently, our school assignments gradually become more difficult as the project went on, helping add a natural slope to my thought processes.

**12. Analysis**

**a) Insights Gained:**  
I learned that self-motivation improves significantly with consistent practice and reflection. Techniques such as visualization and positive reinforcement played a critical role, particularly on low-energy days. I also realized that breaking down larger tasks into manageable steps is highly effective for maintaining motivation.

**b) Areas for Improvement:**  
For future improvement, I would introduce more varied motivational techniques sooner, such as pairing tasks with small rewards and exploring new ways to stay engaged. Additionally, involving an accountability partner could have added another layer of motivation, as it was particularly helpful whenever my girlfriend would reach out and help later in the project.

**c) Professional Impact:**  
This project sharpened my time-management skills and taught me resilience techniques valuable in both personal and professional contexts. By learning to self-motivate more effectively, I am now better equipped to tackle complex tasks in my work environment with a greater sense of purpose.

**13. Conclusion**

The self-motivation project was highly successful in helping me reach my goal of a consistent 85% task completion rate and a motivation score of 8/10 or higher. By developing these skills, I now approach my personal and professional responsibilities with a renewed sense of purpose, and I am confident that these tools will continue to enhance my productivity and personal growth.

**14. Bibliography**

Clear, J. (2018). *Atomic Habits: An easy & proven way to build good habits & break bad ones*. Avery.

Peterson, J. B. (2018). *12 Rules for Life: An antidote to chaos*. Random House Canada.

**15. Appendix (Journals)**

**October 12**  
Set project baseline today. Read the first chapter of *Atomic Habits*; focused on the importance of small changes in building habits. Completed and submitted NETW2500 assignment two days early.

**October 13**  
Started daily journaling. Set daily goals and completed them all. Read about personal responsibility in *12 Rules for Life*. Submitted OSYS3030 work three days before due date.

**October 14**  
Practiced visualization techniques for motivation. Led team meeting in ISEC2700 and created task list. Feeling productive and motivated.

**October 15**  
Focused on task breakdown from *Atomic Habits*. Completed daily goals and began NETW3700 assignment, aiming to finish it early.

**October 16**  
Reflected on consistency. Completed OSYS3030 lab. Read more of *12 Rules for Life* on discipline. Submitted NETW3700 packet tracer a day ahead.

**October 17**  
Journaled about focusing on priorities. Finished *Atomic Habits* section on identity-based habits. Group planning went well in ISEC.

**October 18**  
Implemented habit stacking technique from *Atomic Habits* for study routines. Finished NETW2500 work early.

**October 19**  
Journaling has helped identify motivational ups and downs. Reviewed Linux commands for OSYS3030 and submitted lab work early.

**October 20**  
Read a chapter of *12 Rules for Life*. Continued habit stacking for consistent study. Teamwork was smooth in ISEC2700.

**October 21**  
Focused on the “two-minute rule” from *Atomic Habits* to break tasks into smaller steps. Finished NETW3700 reading.

**October 22**  
Practiced mindfulness. Handed in NETW2500 assignment a day before the due date. Prepared tasks for ISEC2700 team.

**October 23**  
Focused on intentionality today. Read *12 Rules for Life* on creating structure. Team meeting was productive.

**October 24**  
Reflected on habit loops. Submitted OSYS3030 assignment early. Group responsibilities progressing well in ISEC2700.

**October 25**  
Implemented positive reinforcement. Wrapped up NETW3700 packet tracer. Noticed improvement in motivation for routine tasks.

**October 26**  
Read a chapter of *Atomic Habits* about cue and reward systems. Completed daily goals and prepared notes early for NETW2500.

**October 27**  
Progressed through *12 Rules for Life*. Read about setting boundaries. Submitted Linux lab early for OSYS3030.

**October 28**  
Focused on visualization for staying motivated. Set team tasks in ISEC2700. Completed all daily goals.

**October 29**  
Used the “make it easy” rule from *Atomic Habits* for study habits. Read NETW3700 modules and submitted ISEC quiz early.

**October 30**  
Practiced mindfulness. Planned for the week ahead. Team meeting went smoothly in ISEC2700.

**October 31**  
Read *12 Rules for Life* on taking ownership. Completed NETW2500 task early. Motivation level high today.

**November 1**  
Noticing improvement. Wrapped up OSYS3030 lab, although everyone in class had difficulties. Not an early submission this time.

**November 2**  
Read *Atomic Habits* on tracking progress. Completed all daily goals. Set tasks for ISEC2700 team.

**November 3**  
Focused on small wins. Submitted NETW3700 packet tracer a day early. Continued with *12 Rules for Life*.

**November 4**  
Implemented self-reward for completed tasks thanks to my girlfriend. Learned the power of Pho when frustrated. Completed NETW2500 work. Team responsibilities going well in ISEC2700.

**November 5**  
Set goals for the week. Handed in OSYS3030 lab early. Read a chapter in *Atomic Habits* on environment design.

**November 6**  
Focused on accountability. Group is on track in ISEC2700. Read more of *12 Rules for Life*.

**November 7**  
Completed NETW3700 work. Visualized future goals and progress.

**November 8**  
Practiced mindfulness. Read more of *Atomic Habits*. Finished OSYS3030 lab work early.

**November 9**  
Focused on reflection. Submitted all daily goals. Assigned final tasks for ISEC2700.

**November 10**  
Read *12 Rules for Life* on staying organized. Submitted NETW2500 assignment ahead of schedule.

**November 11**  
Completed reflection on project. Planning final team assignment, everyone is in high spirits. Feeling accomplished.

**November 12**  
Reviewed overall progress and final journal entry. Reviewed final goals. Motivation score at a high level.