

GOAL SETTING

THE SECRET TO YOUR SUCCESS



You've got big dreams and big ideas. What now?

You need a road map to help you get from idea to reality. The goals you set are the mile markers along that road. Goal setting is a skill – one of the most important you'll ever learn. We're going to show you how.

GOAL SETTING: ROAD RULES

SET ONE GOAL AT A TIME.

There's a famous saying: "The journey of a thousand miles begins with a single step." If your goals are too big, they'll overwhelm you. Goals aren't supposed to make you feel anxious: they should make you feel more in control by breaking down a big job into smaller parts. How do you know if you're doing it right? Every goal you set should involve completing a single task that occurs on a particular day -- and that you can check off a list.

Vague Goal: Figure out what job I want this summer

Brave Goal: Research retail internships tomorrow for 30 minutes

WRITE IT DOWN.

Find a place where you can write down your daily task(s). It could be a notebook, app on your smart phone, or calendar. Don't keep goals in your head; they take up important brain space you could be using for other things. PS: Your hand looks so much prettier without ink on them.

SCHEDULE IT.

Think ahead and schedule a time in your day to tackle your goal. How much time do you need? Should it be during business hours or can it happen late night?

ACT LIKE A BOSS – YOUR OWN.

Set a deadline for each goal and hold yourself accountable to accomplish it.



WANTING SOMETHING IS NEVER ENOUGH.
IT'S HOW YOU GO AFTER IT THAT MATTERS.

"You are never too old to set another goal or to dream a new dream..."

- C. S. Lewis

