

Goal Settings

Write down six aims or objectives. They should be specific and not easily affected by other people. They should also be possible to measure or at least to accurately assess whether or not they have been achieved.

	Aims/Objectives	Types	Score
1			
2			
3			
4			
5			
6			

Now, for each of these aims or objectives, decide whether it is a long-term, intermediate, or short-term goal.

Take each goal or aim and consider the following questions. Try to answer each question as objectively as you can.

	Definitely ↔ Definitely				
	Not	Yes			
Does it set a specific target?	0	1	2	3	4
Is it independent of other people?	0	1	2	3	4
Can you realistically expect to achieve it in the time available?	0	1	2	3	4
Will you be excited and satisfied when you achieve it?	0	1	2	3	4

If the score is more than 15, the aim or goal is a good one; less than 10 means you ought to choose another one.

Training Goal Settings

1. Write down three realistic and worthwhile long-term aims in order of priority. Label A, B, C. Remember, aims can be about performance or developing new skills.
2. Write down three realistic and worthwhile intermediate goals that will lead to aim A and can be achieved in the next month or so. Number 1, 2, and 3 to indicate their order of importance.
3. Write one realistic and worthwhile intermediate goal for aim B and number it at 4. Leave aim C alone for now.
4. For intermediate goal 1, determine three short-term goals or courses of action you can complete this week. Similarly, select three short-term goals for intermediate goals 2 and 3. Select one for intermediate goal 4 (to keep aim B 'ticking along').

Long Term Aim	Goal for Next Month	Goals and Actions for this week
A	1)	1.1 1.2 1.3
B	2)	2.1 2.2 2.3
C	3)	3.1 3.2 3.3
	4)	4.1