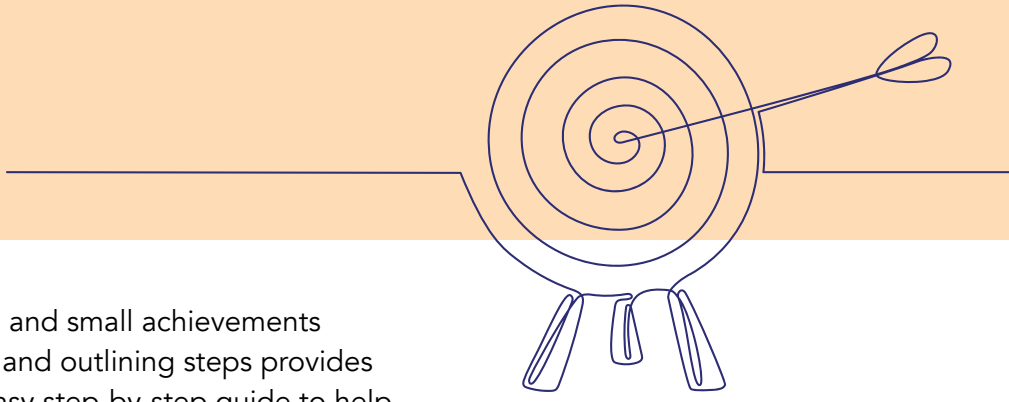
Goal setting guide



Setting goals can help us reach both big and small achievements and milestones. Writing down your goal and outlining steps provides direction and accountability. Here's an easy step-by-step guide to help you set a goal that truly aligns with your life.

1. Choose something that matters to you.

Pick a goal you care about, not something someone else wants for you.

Ask yourself:

- Why do I want this?
- How will it help me?

2. Make it specific.

Specific goals can be easier to achieve. Instead of "do better in school," try:

- "Raise my math grade to a B."
- "Turn in all assignments this week."

3. Break it into small steps.

Big goals can feel overwhelming. List out small actions that move you forward such as:

- Step 1: Check my assignments.
- Step 2: Study 10 minutes a day.
- Step 3: Ask for help once a week.

Small steps = big progress.

4. Make it realistic.

Choose something achievable with your time, energy and schedule. A realistic goal builds confidence instead of stress.

5. Set a timeframe.

Decide when you want to finish your goal. For example:

- "By Friday."
- "In the next month."
- "By the end of the semester."

Deadlines help keep you focused.

6. Track your progress.

Use a notes app, calendar or journal. Celebrate small wins, as each one means you're getting closer.

7. Adjust when you need to.

If something isn't working, change your plan, not your whole goal. It's normal to tweak things along the way.

8. Celebrate when you reach it.

Finishing a goal feels good. Do something small to reward yourself or just pause and appreciate your work.

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Use the goal setting worksheet below to get started.

Goal setting worksheet

My name: **Date:**

My goal:

Why I want to achieve this:

Problems that may appear **Possible solutions**

When do I want to achieve my goal? **How will I monitor my process?**

Small steps that will lead to my goal:

Date:	Tasks	✔

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