Goal Setting, How to Create an Attainable Goal – 17 minutes

**Purpose:**
- To identify the six characteristics of attainable goals
- To learn to create attainable academic goals.

**Discussion:**
To be able to achieve your goals, you must learn how to create/write a goal. A goal should be reachable, with an outcome you can expect to achieve given your skills, motivation and values. Attainable goals have six main characteristics:

1. **REALISTIC**
   A realistic goal is based on your abilities, interests, needs, and desires. For example, when choosing a career goal, you should consider your skills and interests. If you don’t like math and dread balancing your checkbook each month, then accounting would not be a realistic career goal.

2. **BELIEVABLE AND POSSIBLE**
   You must believe that you can reach your goal and that it is possible to reach it within a reasonable length of time. If you are saving money for a big expense, such as a car, apartment, or even a new TV, you need to know how much money you can set aside each month (or even IF you can set aside any money) and how long it will take to achieve your goal.

3. **MEASURABLE**
   An attainable goal is measurable. Establish a time frame and a foreseeable outcome. For example, if your goal is to “make a lot of money,” then you must determine how much “a lot of money” is. You might want to change your goal to “I want to make $50,000 a year.” If your goal is to graduate from college, choose a time frame. “I want to graduate from college within 6 years” is a better goal. The reason you want to make your goal measurable is so that you can determine when you’ve reached your goal.

4. **FLEXIBLE**
   Rarely will you set a goal and be able to follow it through to completion without any problems. In working towards your college degree, you might fail or withdraw from a course, or it might not be available when you go to register. These are temporary setbacks that may interrupt your progress but need not keep you from your goal. Reassess your plan for reaching your goal, then revise it, or make a new plan. Although it may take longer to reach your goal, it is time well spent if you are doing what you want to do.

5. **CONTROLLABLE**
   Take charge! Set goals you can control and determine your own time limit for completing them. No one can, or should, set goals for you. This is an opportunity to take on some personal responsibility.

6. **ETHICAL**
   The steps you should take to reach your goals should not in any way cause you to violate rules, take advantage of others or compromise your values.

By creating goals for yourself, you are creating a roadmap for success. Goals enable you to define what needs to be done, and they create commitment, ownership and responsibility. Goals
help to boost motivation and banish procrastination by giving you clear direction on what needs to be done, when and by whom.

**Directions:**
- Now that we have discussed in depth the six characteristics of attainable goals, revise your goals if necessary.
- *(Walk around the room and help the students revise their goals)*
- Now that you’ve finished revising your goals, please get with a partner. This person will be your “Goal Partner” for the rest of the semester. Your Goal Partner will be the person you check in with each week to see how you are keeping up with your goals.
- Have your partner read your goals and see if they meet the six characteristics.

**Activity 6: Homework Review, 3 minutes**

*(Write on board)*
- You are going to finish writing your goals based on everything we’ve discussed so far this semester.
- Write your short term goals utilizing the six characteristics we just discussed.
- Bring in notes and a book from your selected course.