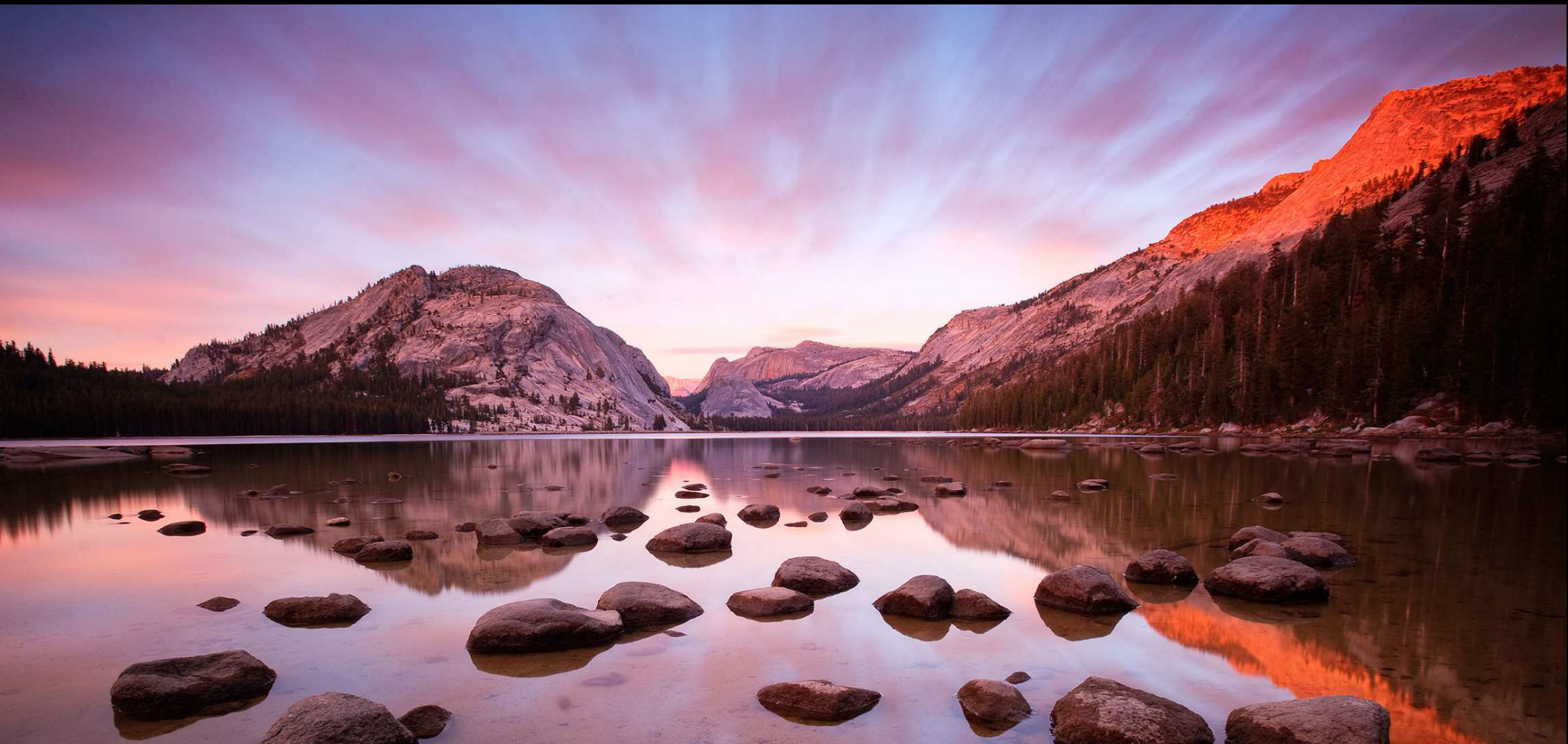


SUELI HORNER B.S., M.S.

READY-SET-GOAL- SETTING

*Nothing splendid was ever achieved except
by those who dared believe that something
inside them was superior to circumstances*

—BRUCE BARTON



GOAL

*A goal is an end toward
which you direct some
specific effort(Rouillard)*



COURSE OBJECTIVES:

- Learn how to revitalize old goals
- Differentiate between personal and professional goals
- Understand how to set achievable goals
- Learn how to execute goals
- Recognize barriers to unachievable goals

TYPES OF GOALS

- Personal
- Rehabilitative
- Professional

PROFESSIONAL GOALS

- *Promotional Opportunity*
 - *Vertical*
 - *Lateral*
- *Increase Financial Opportunity*
- *Flex-time Opportunity*
- *Maintaining Goals*

GOALS SPECIFIC TO ORGANIZATIONS

- *Essential goals*
- *Problem-solving goals*
- *Innovative goals*

S.M.A.R.T.

- *Specific*
- *Measurable*
- *Action-oriented*
- *Realistic*
- *Time and Resource-constrained*

RESOURCES

- *With in the Company*
 - *Human Resources*
 - *Direct Supervisor*
 - *Person that evaluates you*
- *Out Source*
 - *Family and Friends*
 - *Online*
 - *Courses*
 - *Tutorials*

ACHIEVING GOALS

- *Assess*
- *Implement*
- *Evaluate*
- *Revise*

INTERVIEWING FOR THE JOB YOU WANT

- *General skills*
- *Job-specific skills*
- *Personal traits*
- *Competencies*
- *Gifts*

BARRIERS

- Physical
- Conditional
- Psychological

REWARD SYSTEM

- *Intrinsic*
 - *Coming from within*
- *Extrinsic*
 - *Any outside source*

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