

A Human Being or A Human Doing

What's important in the areas of my life?

A partial list to spark some ideas...

- Artistic:
- Attitude:
- Business:
- Career:
- Education:
- Family:
- Financial:
- Free time:
- Friends:
- Physical:
- Pleasure:
- Public Service:
- Relationships:
- Spiritual:

Broad guidelines to set effective goals:

- Write goals down
- Break larger goals into action steps.
- Express your goals positively
- Set goals you have control over
- Set performance goals, not outcome goals
- Set precise goals, putting in dates, times and amounts you can measure
- Know how achievement steps and the end result will look and feel
- Set priorities for the list of goals
- Make a commitment to someone to accomplish goal(s)
- Celebrate success! Each time you reach a milestone celebrate.

Five Principles of Goal Setting

To motivate, goals must take into consideration the degree to which each of the following exists:

1. Clarity.

SMART theory*

- **S** Specific
- **M** Measurable
- **A** Attainable (Challenging and realistic)
- **R** Relevant
- **T** Time-bound

2. Challenge.

3. Commitment.

4. Feedback.

5. Task complexity. (Account for time to achieve including practice time)

* From Dr Edwin Locke's 1968 article "Toward a Theory of Task Motivation and Incentives."

WHAT INSPIRES me?

WHAT do I want to ACCOMPLISH in 2010?

WHY do I want it?

WHEN do I want it by?

WHAT has stopped me from having it before now?

WHAT steps do I need to take to get it?

WHAT do I need to KNOW?

Do I need new SKILLS?

Do I need SUPPORT?

HOW will I maintain the MOTIVATION and DISCIPLINE?

Most important is WHAT is in it for ME?

Only when you write it down and spell out a plan of action is when the goals will become real.

CREATE a COMMITMENT BUDDY

SPECIFIC DECLARATION + ACCOUNTABILITY = GETTING WHAT YOU WANT!

Behavioral contract. (Did you do what you said you would do?)

Does what you are paying attention to compel you to avoidance or ACTION?

A Commitment Buddy can influence what you pay attention to:

- How you use your time
- What priorities you are setting
- What you pay attention to
- Are you getting distracted by bright shiny opportunities (BSO)