

# ACADEMIC GOAL SETTING

Steps to Setting Goals to Ensure Academic  
Success

- ▶ Goals are milestones we want to achieve
- ▶ Bring meaning to our lives
- ▶ Give us power when we set and achieve them
- ▶ Allow us to develop independent and critical thinking skills
- ▶ Allow us to grow as individuals free from outside interference

## WHY SET GOALS?

- ▶ Long-term Goals: Major life targets that take many years or more
- ▶ Mid-term Goals: Important goals that may be achieved in a few years
- ▶ Short-term Goals: May be achieved within a year or less and require immediate action

## TYPES OF GOALS

- ▶ Helps us to make our goals sink into our unconscious mind
- ▶ Provides inspiration, energy, and perseverance to work towards those goals

IMAGING YOUR GOALS

A decorative graphic consisting of several parallel white lines of varying lengths, slanted upwards from left to right, located in the bottom right corner of the slide.

- ▶ **G**oal
- ▶ **P**lan
- ▶ **A**ction

GPA – CHANGING THE MEANING



- ▶ Define a Goal – include both short and long term goals
  - ▶ Choosing a goal means deciding what you value
  - ▶ Write down your goals to make them real – many times
  - ▶ Be flexible in your goals – them may change over time
  - ▶ If a goal changes – write down the new one

GOAL

A decorative graphic consisting of several parallel white lines of varying lengths, slanted upwards from left to right, located in the bottom right corner of the slide.

- ▶ Devise a Plan
  - ▶ Consider several ways or plans to achieve your goal
  - ▶ Choose the plan that works best for you and for your goal
  - ▶ Work vigorously to accomplish it
  - ▶ Don't try to beat the clock but use effective strategies to execute the plan

**P**LAN

- ▶ Take action – Goals and plans will never be accomplished without specific action
  - ▶ Set specific action steps as part of your plan to achieve your goal

**A**CTION



- ▶ 1. Brainstorm
  - ▶ Write down possible goals and ideas without editing at first
  - ▶ Let the ideas flow organically and honestly
  - ▶ Once finished, group similar ideas together in a main idea
- ▶ 2. Plan
  - ▶ Focus on one goal
  - ▶ Plan steps needed to achieve that goal
- ▶ 3. List your Strengths
  - ▶ List all academic strengths
  - ▶ List your strong personal qualities
- ▶ 4. Assess your Weaknesses
  - ▶ Write down academic weaknesses
  - ▶ Consider any personal obstacles you will need to overcome

# STEPS IN DETERMINING GOALS

- ▶ Helps establish confidence in goal setting and achievement
- ▶ Breaks down large obligations into smaller more manageable ones
- ▶ Be sure mini-goals are linked to larger goals, time-specific, realistic and achievable
- ▶ Set stretch goals – not ones that can't be achieved but ones that may take some effort to accomplish

SET MINI-GOALS

A decorative graphic consisting of several parallel white lines of varying lengths, slanted upwards from left to right, located in the bottom right corner of the slide.

- ▶ Brainstorm research topics – 1 hour on Monday
- ▶ Complete internet and library research – 3 hours on Tuesday
- ▶ Gather and organize research materials and notes – 2 hours on Wednesday
  - ▶ Create outline with structure and major points for paper
- ▶ Begin writing essay on Thursday and Friday for 4 to 6 hours
  - ▶ Intro paragraphs with main points
  - ▶ Body paragraphs
  - ▶ Conclusion

## EXAMPLE FOR RESEARCH PAPER

- ▶ Schedule fixed times blocks
- ▶ Set realistic achievable goals
- ▶ Avoid scheduling marathon study sessions
- ▶ Set clear starting and stopping times
- ▶ Plan for the unexpected

# STRATEGIES FOR TASK SCHEDULING

- ▶ Adapted from Academic Skills Center – California Polytechnic State University – <http://sas.calpoly.edu/asc/ssl.html>
- ▶ Cotrell, Stella. *The Study Skills Handbook* (3<sup>rd</sup> ed.). New York: Palgrave Macmillan Ltd., 2008
- ▶ Ellis, Dave. *Becoming a Master Student* (10<sup>th</sup> ed.). Boston: Houghton Mifflin Co., 2003
- ▶ Pauk, Walter. *How to Study in College* (8<sup>th</sup> ed.). Boston: Houghton Mifflin Co., 2005

## REFERENCES