



**GOAL SETTING**

Workshop by Lee Wong, 2014

**soteria**  
CONSULTING

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**WHAT IS IT?**

- Formal process for personal planning
- Motivational
- SMART Goals
- Prioritising

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**SO WHAT?**

- Boost self-confidence
- Recognise your ability and competence
- Achieve higher and more difficult goals
- Motivational
- Increase efficiency and performance

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### HOW CAN YOU USE IT?

- Thoughts
- Career
- Education
- Family
- Financial
- Physical
- Pleasure

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### WHEN CAN YOU USE IT?

- Short-Term Goals
  - Help you to achieve Long-Term Goals
  - *e.g. Finishing a work task by its due date*
- Long-Term Goals
  - Can be divided into milestones and lifetime goals
  - *e.g. Aiming to be promoted to a General Manager in 5 years may be a milestone, while being CEO of a major franchise may be your lifetime goal.*

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### WHAT IS DIFFERENT?

- **S**pecific
- **M**easurable
- **A**chievable
- **R**elevant
- **T**ime limited
  
- State each goal as a positive statement
- Set priorities
- Do not set goals too low

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### S.M.A.R.T. GOALS

General Goal:

e.g. 1 "I will study to score well on the test next week"

e.g. 2 "I want to lose weight"

S.M.A.R.T. Goal:

e.g. 1 "I will study 3 hours each day for the test next week, to try to score at least 70%"

e.g. 2 "I will exercise three times a week to lose 10% of my current weight by the end of the year"

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### WHAT CAN YOU DO?

- Daily To-Do List (Short-Term Goals)
- Goals for the Current Year
- Goals for the Next Year
- Goals for the Future (5/10/15 Years)
- Ultimate Goals (Lifetime)

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### FOLLOW YOUR PLANS

- Plan your work, then work your plan
- Accomplish goals on your Daily To-Do List
- Try not to procrastinate
- Stay **motivated**
- Reward yourself

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### NOT MOTIVATED?

• What motivates us?

• **Dopamine**

- Reinforcement (Reward system)
- Mood triggers
- How can we increase it?

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### DOPAMINE

- Diet – eat foods rich in Tyrosine (precursor)  
e.g. Dairy, meats, fish, soy products, some nuts & fruits
- Increase Anti-Oxidants Intake (protects creator cells)  
e.g. Greens, orange vegetables and fruits, peppers, nuts
- Healthy Exercise & Sleep (increases production & uptake)  
e.g. 30-60 minutes walk/jog/swim, 7-8 hours of sleep

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## NOW WHAT?

### REVIEW

- Adjust the difficulty of your next set of short-term goals if you found your initial goals too easy/difficult to achieve.
- Learned something that could improve your future goals? Use it!
- Lack the skills to achieve your initial goal? Decide whether to set goals to fix it.

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- Decide what is **important** for you to achieve
- **Prioritise**
- Set **SMART** goals
- **Motivate** yourself to achieve your goals
- **Reward** yourself for achieving your goals
- Build off of your **short-term** goals to reach your **long-term** goals

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