

Setting Goals

According to the Franklin Covey brochure titled "A Compass for Campus", be smart when setting your goals.

- Be specific so that your goals state exactly what you want to accomplish.
- Make them measurable so that your goals state what you want and when. You should be able to measure them at any point.
- Create goals that are action-oriented specifying what you need to do to achieve them.
- Be realistic so that your goals are attainable.
- Make your goals timely so that you have a specific deadline that is reasonable to achieve.