

Goal Setting Tips

1. **ALWAYS write down your goals.**

Research suggests the likelihood of you achieving your goals is significantly increased when you take the simple action of writing them down. This seems to help make them 'real'.

2. **Take time out to think through what it is you really want.**

It's almost impossible to generate new thinking when you are surrounded by the familiar. Break away from your usual environment. Go for a walk, sit on a park bench, go somewhere you have never been before. Writing goals is a very important activity so see it that way and make time and a place for it.

The S. in the S.M.A.R.T.E.R. acronym stands for being specific - knowing what it is you want and specifying it as clearly as you can. Think about how you will know when you have achieved your goal. In other words, what will you see? What will you hear? How will you feel?

For example, the goal of losing weight. You might think about what you would **see** - smaller sized clothing in the closet, a fridge full of healthy food, the scale pointing to a different number... You might think about what you would **hear** - friends congratulating you and how you'll hear yourself having conversations with others you could now help. You might think about how you'll **feel** – terrific! Proud! And Confident! Successful! Vital! Energetic!

This is very important for motivation and it will impact your overall success.

When you are really clear on the reasons behind your goal, your reasons motivate you and provide you with the necessary fuel to achieve your goal.

3. **Make sure your goal is a 'want' goal and not a 'should' goal.**

Your goal should be something you want to do and not something that you know you should be doing but feel mediocre about doing. For e.g. I should paint the house, should clean out the garage, should go to the gym, should learn a new language.... You need to 'want' to achieve any goal you set because if you don't really want something it is unlikely that you will put in all the effort required to get you there.

4. **When you are writing your smart goal make it truly motivating.**

For example, here is one possible goal: - "I own a 4 bedroomed detached house with a large garden."
But here is the same goal stated in a much more positive and exciting way: - "I am in the kitchen of my brand new four bedroomed detached home in London, surrounded by the happy chat and laughter of my husband and two kids."
Which one would you be more motivated to achieve? Make your goal a bright shiny vision of a thing.

5. **Write your goal in the first person, present tense.**

Your goal should always begin with the word 'I' - after all it is about what YOU want for your life. It should also be phrased in the present tense as that will allow your unconscious mind to start to believe you have already achieved it.

6. **Think about how you'd like to measure yourself.**

When you define the measurements in your smart goal think of as many ways as possible. Make sure you have control over those elements. It's possible that your goal may get stalled if you need to rely on someone else for it to become completed to the point where you can measure it. Make sure your goal is in your span of control.

7. **Follow the 80:20 rule**

You may have heard of the 80:20 rule. Essentially it states that 80% of the results often come from just 20% of the effort. Work with the outcome in mind. Think about what are the measures that will make the biggest difference to you achieving your goal. Focus first on achieving those.

8. **Believe that you can do it.**

Unless you really believe that your goal is possible you are unlikely to achieve it. Everything you say to yourself and others must line up with your conviction. "Believe it and you will see it".