

COLLEGE OF THE CANYONS
Counseling Department

Goal Setting

– Because you can't get anywhere if you don't know where you want to go!

Step 1	Develop a desire to achieve a goal. The desire must be intense. How do you intensify desire? Sit down and write out all the benefits and advantages of achieving your goal. Once the list gets to between 50 and 100 benefits, your goal becomes unstoppable.
Step 2	Write your goal down and post it where you can see it and be reminded of it everyday. Read it. Say it. Repeat it. Mean it.
Step 3	Identify the obstacles you will encounter along the way and need to overcome to reach your goal. Write a list that includes people, attitudes, bad habits, and social factors. Include your own personal negativity: procrastination, lack of confidence, fear of failure, etc. Then next to each obstacle, write down what you can do to overcome each and every one.
Step 4	Set a deadline by which you will accomplish your goal. Mark your calendar and write a reward for your achievement. Be realistic and give yourself enough time
Step 5	Write an Action Plan that includes every step to take to reach your goal, one activity at a time, and a deadline for each one. Consider each steps priority and logical sequence.
Step 6	Visualize the goal. See a clear mental picture of yourself accomplishing your goal. See it in your mind's eyes and hear the sounds associated with it. Play that picture daily in your mind the first thing in the morning when you wake up and the last thing at night before going to sleep.
Step 7	Be persistent and don't give up!