



GOAL SETTING & PLANNING

RESILIENCE ENHANCEMENT
PROGRAMME FOR STUDENTS 

need pen and paper for this session

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AGENDA

1. How to handle having lots of goals: mapping and scheduling
2. What is a 'well articulated' goal? SMART goals
3. How to create effective plans

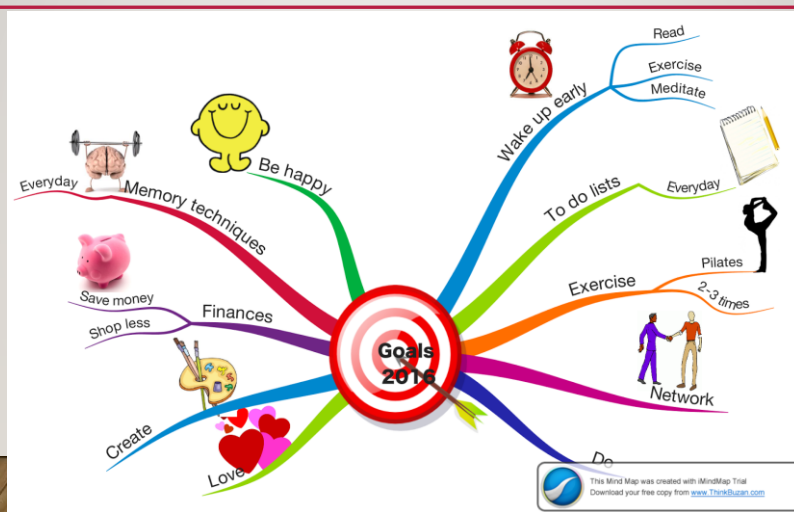
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HANDLING MULTIPLE GOALS

MAPPING + TIMETABLING

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MINDMAP YOUR GOALS



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CREATE A MAP OF YOUR GOALS FOR NEXT 2 MONTHS

- Put 'My goals for April to June 2021' in centre
- Then around it, insert the things you need to or would like to do or achieve over the next two months
- Doesn't matter if these are vague
- Include:
 - Study goals – specific assessments
 - Work goals
 - Interpersonal goals
 - Exercise or leisure goals
 - Emotional goals

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AND THEN...

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USE A TIMETABLE TO SCHEDULE GOALS AND ACTIONS

NB. You must put this up on a wall somewhere visible for it to have an positive effect

can be weekly timetable

or monthly timetable

Revision timetable - Easter holiday

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
8.30am	Maths Fractions and decimals	Geography Hazards and climates	Science extra paper 2 - final conditions (day)	Finally breakfast	Art Coursework	English Make notes on main text	
9.30am	Geography Revision	French lesson			French vocab revision	French lesson	
10.30am	History Essay question			Science revision day with friends	Maths Simultaneous equations		
11.30am	Maths Fractions	History Read through unit 2 notes	Time off		Geography Make notes on diffusion	English Make notes on main text	
	LANCH	LANCH	LANCH		LANCH	LANCH	
2pm	Science Physics	Art Coursework	Football and maths lesson		Geography extra paper 2 - final conditions (2 weeks)	Science Biology	
	Art Coursework					History My notes	
3pm	Science Chemistry	Art Coursework				Supervised revision	
4pm	Science Supervised revision	English Complete an essay question			Music and drama	Training off	
5pm	Sign	Time off		Sign			
6pm	Time off	Time off		Time off			
Evening	English Look through unit 2 notes	French		History Make flash cards on unit 2			

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
15 th March	16 th March	17 th March	18 th March	19 th March	20 th March	21 st March Spring Equinox
22 nd March	23 rd March	24 th March	25 th March	26 th March	27 th March	28 th March
29 th March	30 th March	31 st March	1 st April	2 nd April	3 rd April	4 th April
				Good Friday Supervisors return draft feedback by this date	Easter Saturday	
5 th April	6 th April	7 th April	8 th April	9 th April END OF TERM!!!	10 th April	11 th April
Easter Monday						
12 th April	13 th April	14 th April	15 th April	16 th April	17 th April	18 th April

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TASK: PLANNING VIA CO-ORDINATING PROJECTS AND GOALS

- During the weeks ahead, create a goal / task timetable plan using the template provided or other
- Send me a digital photo of it on your wall
- The one that we consider to be best (clearest, most comprehensive) wins a £20 Amazon voucher

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WHAT IS A WELL ARTICULATED GOAL?

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LOCKE AND LATHAM – GOAL-SETTING THEORY

SMART Principles of Goal Setting

To motivate, goals must be

- 1. SPECIFIC:** Clear and specific
- 2. MEASURABLE:** You have to know if you are making progress
- 3. ACHIEVABLE:** Challenging but be attainable
- 4. RELEVANT:** Have an emotional commitment
- 5. TIME-BOUND:** Have a deadline or a progress review date

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EXAMPLE: GETTING FITTER

S	Specific	You know what to do	Go jogging
M	Measurable	You know if you are doing it	Go jogging every day
A	Achievable	You can do it	15 mins weekdays, 30 mins weekends
R	Relevant	It matters to you	I enjoy jogging and consider fitness to be important
T	Time-bound	You know when to do it	I will do it every day to the end of February and then review

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EXERCISE



Breakout Rooms

1

Take one of the goals that was on your map

2

Then try to frame it as a SMART goal

3

Discuss this with the other students in your breakout room

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EFFECTIVE ACTION PLANNING

A KEY INGREDIENT TO GOAL PURSUIT

An action plan is a 'how to guide' for reaching a goal by breaking it down into a set of steps and actions

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<https://www.wikihow.com/Create-an-Effective-Action-Plan>

WHAT ARE FEATURES OF AN EFFECTIVE PLAN?



A clear set of steps



Timeline and milestones

Action Plan Template For Bloggers, Authors and Freelance Writers			
Goal	Measures of Success		
Action Step	Resource	Cost	Deadline

Write the plan down and display it



Build in rewards after achieving each step

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A KEY MESSAGE FOR ALL
GOAL-SETTING AND
PLANNING SKILLS:

EXTERNALISE YOUR GOALS AND
PLANS BY...

(A) WRITING THEM DOWN AND
PUTTING THEM SOMEWHERE
PROMINENT

&

(B) SHARING THEM WITH OTHERS

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IN A NUTSHELL

A LOT OF STRESS IN LIFE IS CAUSED BY NOT FEELING IN CONTROL OF ALL
THE TASKS WE HAVE TO GET DONE

LEARNING GOAL-SETTING REDUCES THIS SOURCE OF STRESS, SO MAKES
YOU A MORE RESILIENT PERSON

GOAL MAPPING, GOAL SCHEDULING, SMART GOAL-SETTING AND ACTION
PLANNING ARE LIFE SKILLS THAT WILL HELP YOU ACHIEVE THIS

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