

Setting Achievable Goals

SET GOALS THAT ARE:

Specific & Well-defined

Small & Short-term

Realistic

Flexible

Set Specific & Well-defined Goals

- **Clearly state** what you want to achieve.
- Be **specific and define** what you mean.
- If you are **not specific, you will never know** if you achieved your goal.

Example: If you set a goal of improving your eating habits but never define what you mean, you will not know if you are improving them.

Set Small & Short-Term Goals

- Large or long-term goals are best achievable by dividing them into small, short-term goals

Example: If your **long-term goal is to lose 20 pounds**, it is best to divide this goal into smaller, **short-term goal of losing 2 pounds a week**

Set Realistic Goals

- Your goals need to be **realistic**.
- They should be **based on your current abilities and resources**.

Example: If you have never exercised before, it would be unrealistic to set a goal of running 3 miles a day. A more realistic goal would be to walk for 20 minutes three times a week and gradually build up to that.

Set Flexible Goals

- Don't set goals in terms such as “**never**” or “**always**.”
- “**Perfectionist**” goals can set you up for failure and emotional upset if you don't achieve them.
- Once you have identified your goals, **develop a plan** for achieving them.
- Your plan and goals must be continuously evaluated.