

SELF-MANAGEMENT SKILLS

Class X , Ch-2 Self- Management Skills:II(IT
#402)

SESSION 4: SELF-REGULATION — GOAL SETTING

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Learning outcome of this Session

After completing this session, you will be able to

- explain the meaning of 'Goal Setting.'
- identify the benefits of 'Goal Setting.'
- create short-term and long-term goals using SMART method.

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Q1. What is Goal Setting?

Ans: **Goals** : They are a set of dreams with a deadline to get them, for example, saving pocket money to buy a favourite mobile phone by a particular date.

Goal setting : It is all about finding and listing your goals and then planning on how to achieve them.

Q2. In SMART goals, what does 'S' stand for? Explain.

Ans: We can use SMART method to set goals. SMART stands for:

Specific: A specific and clear goal

Measure able: A measure able goal

Achievable: Breaking down big goals into smaller parts will make the goal achievable.

Realistic: A realistic goal would be something that we want to achieve and can work towards.

Time bound: A SMART goal should have a time-frame by when the goal needs to be achieved. This encourages us to take actions to completely fulfil the goals.

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Q3. What is the best way to work on long-term goals?

Ans: Achievable : Breaking down big goals into smaller parts will make the goal achievable.

Q4 Identify the benefits of ‘Goal Setting.’

Ans: It helps you to focus on the end result instead of less important work. This will make you successful in your career and personal life.

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Quick Recap of this Session

What is Goal Setting?

Answer: - Goal setting is a very essential factor in your personal life. The process of goal setting in your life helps you decide on how to live your life, where you want to be, and how you want to be in the future.

What is Goal?

Goals: They are a set of dreams with a deadline to get them, for example, saving pocket money to buy a favourite mobile phone by a particular date.

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How to Set Goals?

Specific: A specific and clear goal answers six questions. Who is involved in the goal? What do I want to do? Where do I start? When do I start and finish? Which means do I use? Why am I doing this?

Measurable: A measurable goal answers the questions "How much?", "How many?" and "How do I know that I have achieved results?"

Achievable: Breaking down big goals into smaller parts will make the goal achievable.

Realistic: A realistic goal would be something that we want to achieve and can work towards.

Time bound: A SMART goal should have a timeframe by when the goal needs to be achieved. This encourages us to take actions to completely fulfil the goals.

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Home Assignment

A. Subjective questions

1. What is Goal Setting?
2. In SMART goals, what does 'S' stand for? Explain.
3. What is the best way to work on long-term goals?

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THANKING YOU

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