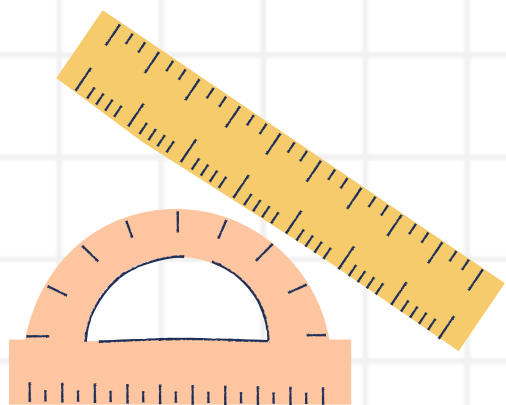


SETTING SMART GOALS

for success





WHAT ARE SMART GOALS?

S

SPECIFIC

Plan effectively with specific targets in mind.

M

MEASUREABLE

Track your progress and reevaluate along the way.

A

ATTAINABLE

Set realistic goals that are challenging but achievable.

R

RELEVANT

Ensure the goal serves a relevant purpose.

T

TIME

Specify a deadline, monitor progress and reevaluate.

BENEFITS OF SMART GOALS:

- Focus your studies
- Holds you accountable
- Tracks your progress
- Motivates you



TIPS FOR SETTING SMART GOALS



Break your goal into smaller tasks: smaller steps make progress toward your goal more manageable.

Make goals with others: (friends, classmates, family members) to help with accountability and feedback

Anticipate possible challenges: generate a list of resources that might help you overcome these challenges.

Visualize your achievement: can help motivate you to make progress toward your goal.

Reward yourself: having an incentive can be a fun way to motivate you to work hard to achieve your goal.

Manage your time: use time management tools to help you organize your tasks, set aside time to work towards your goal, and track your progress.



EXAMPLE: STUDY PLAN FOR A FINAL EXAM

S

I will review all my CHEM14A lecture notes from each week of this quarter.

M

I will create a miniconcept map for notes from each week of the quarter.

A

I have 2 hours every evening to focus on this task.

R

Completing this task will help me get a good grade on the final exam.

T

I will be finished reviewing the day before my exam (Monday, 3/20).



GOAL: STAYING FOCUSED DURING STUDYING

S

Staying focused during my study sessions.

M

I will use the Pomodoro Method to keep me focused (25 minute sessions) for 1 hour everyday.

A

I will study at the library and put my phone away.

R

Completing this task will help me retain information better.

T

I will do this everyday for the next two weeks.



EXAMPLE: GET MORE SLEEP DURING FINALS

S

I will get 6-8 hours of sleep during finals week.

M

I will use a sleep tracking app on my phone to track my progress.

A

I will wear my blue light glasses for any screen time in the evening.

R

Completing this task will help me feel rested and motivated to study and take my exams.

T

I will do this everyday until my last Final Exam on Thurs. 3/23.

