

Goal Setting: Helpful Reminders

Focus is important because in the busy world we all live in, we must find an easy way to stay focused on the goals. Printing our goals and taping it to our mirror so we see it each day is a great idea.

Welcoming failure is OK because as long as we learn from the failure, we can then tweak the goals and make them more realistic. Through failure, we learn.

If the goals aren't written down, they won't happen. So true. I have managed people for 20 years and coach on this subject, but until I wrote my own business plan with specific measurable goals, it did not start happening.

Planning is what takes place while we create, implement and revise the goals. By planning ahead on which resources we need, we can include those people in the plan and gain their buy in.

Same goes for involving others. I recently coached a young woman on changing careers. She was unwilling to use her network to help search for the job. She applied and did not get it. Later she learned her parents knew the hiring manager. (She had refused her parents' help) so she missed out on gaining their support, ideas and possible help.

Goals must be actionable. If they aren't they are just words on the page. Rewarding oneself is important once you reach the goal or milestone.

Celebrating progress will make you more willing to work hard when progress seems far away.

Inspecting what you expect is important. Here, it means to make the goal setting document a living document, not one which goes on the shelf, never to be seen again.

Take it out, look at it. If you are a manager, take out your subordinates' plans and review them often with them.

Finally, personal integrity is important. Follow through is important and keeping honest with yourself is as well.