

# GOAL-SETTING TIPS

1. Make goals reachable. Aiming too high can make it hard to achieve what you want and leave you frustrated.
2. Make goals specific. Instead of "Make more friends," make your goal to join an activity that gives you a chance to meet others.
3. Really believe in your goals. It's hard to work for something you're not sure you want.
4. Have a timeline for accomplishing goals. Specific dates can keep you on track.
5. Keep track of your progress in a notebook. Having goals in writing—and keeping tabs on how you're doing—makes a big difference.
6. Stay positive. Believe you can achieve the goals you've decided on.
7. Tell people about your goals. They may be able to support you in some way. Plus, talking about goals can be a good first step for making them more real to you.
8. Review your goals regularly. Looking at your goals often can keep you focused on what you want.
9. If you stumble, don't give up. Admit to yourself you got off track, but continue trying to achieve goals you've set.
10. When you reach a goal, celebrate your achievement. Even share your victory with others.