



## and how to achieve them

### Occupational Therapy Health Promotion Groups

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#### First take a few minutes and think

- What do you think a 'goal' is?
- What makes a goal important for you?
- Have you ever had goals?
- How did you find it?



## The importance of setting goals

Setting and working towards goals can increase our **motivation** and **ambitions**. In fact, human beings are **goal-directed creatures**. A lack of achievable goals can increase stress and tension.

### But then why don't people set goals?

Sometimes people might not realise the importance of setting goals. Individuals might not know how to set goals. **People often don't set goals because of 'fear of failure'.**



### Why goals should be written down and made specific

First, writing a goal down makes it **visible**, **obvious**, **concrete** and **specific**. Writing a goal down involves making a commitment. If you don't write it down, you can always say to yourself, "I never really meant to do that anyway", and you leave your options open.

## Goals should always be SMART:

- Specific
- Measurable
- Attainable
- Realistic
- Timely.



## What does a SMART goal mean?

### Specific

**Clear, well-defined:** What am I doing? Who else is involved? Where is this goal to be achieved? Why do I want to achieve this goal?

### Measurable

**Able to measure progress:** How many/how much? How will I know that I have achieved my goal? How can I measure my progress?

### Attainable

**Not impossible to achieve:** Do I have resources and capabilities to reach my goal? Have others done it before?

### Realistic

**Within reach, relevant to you:** Is the goal reachable, given the time and my resources? Can I commit to achieving the goal?

### Timely

**With a clearly defined timeline:** Does my goal have a deadline? By when do I want to achieve my goal?

## Can you think of a SMART goal?

Write down an example by answering the questions that we just went through

**Specific:**

**Measurable:**

**Attainable:**

**Realistic:**

**Timely:**

## Let's practice...

Try this before the next session

### The 'Step Ladder' approach

Write a list of all the things you would like to be able to do which you find difficult because of how you feel (lacking motivation or confidence, anxious).

This list should include things you haven't done for a long time, and also things you have never done, for example:

#### List of things I would like to do:

1. Be able to go on buses
2. Be able to go out for a coffee with friends again
3. Be able to speak to more people at work
4. Take up golf again
5. Go to college
6. Be able to go shopping in the supermarket myself for my weekly shop
7. To have more structure in my routine
8. To participate in new and previous hobbies.

**Write up to 2 goals in the box**

**Goal 1:**

**Goal 2:**

On the next page, break down each goal into steps that you feel you could manage bit by bit, so that you make yourself a step-ladder of stages to help you achieve your goal

Goal:

|  |     |
|--|-----|
|  | 10. |
|  | 9.  |
|  | 8.  |
|  | 7.  |
|  | 6.  |
|  | 5.  |
|  | 4.  |
|  | 3.  |
|  | 2.  |
|  | 1.  |

Goal:

|  |     |
|--|-----|
|  | 10. |
|  | 9.  |
|  | 8.  |
|  | 7.  |
|  | 6.  |
|  | 5.  |
|  | 4.  |
|  | 3.  |
|  | 2.  |
|  | 1.  |