If you wish to achieve realistic goals within a set timeline, the S.M.A.R.T Goals system could help you.

Consider the questions below when setting these goals:

|  |  |  |  |
| --- | --- | --- | --- |
| **S** | **Specific** | * Write down your goal
* List 3 steps outlining how you will reach this goal
 |  Sample Goals for this semester* 1. To start my study session each day 15 minutes each day reading CANVAS announcements and adding tasks on My To Do List.
	2. Do an assessment map for each big assessment and start early (or when the task is released). Use the assessment map to it achievable parts into my weekly schedule.
	3. Tick off 3 little tasks and give myself a short reward. Take a break and listen to some music.
	4. Set aside an hour each week to revise what I had learnt in class.
	5. If all the tasks for the day are completed, watch Netflix for a couple of hours.
	6. If unable to complete tasks for the day, reflect on what the issue was, acknowledge myself for the effort and put in a measure to catch up the next day.
 |
| **M** | **Measurable** | * How will I measure my progress?
* Re-evaluate your progress if necessary
 |
| **A** | **Achievable** | * Will you be able to achieve it?
* What might be some possible resources to help you achieve it?
* What steps can you take to achieve it?
 |
| **R** | **Relevant** | * What is your reason for achieving this goal?
* Is it worthwhile?
 |
| **T** | **Time-Bound** | * Set a timeline to achieve your goals
* Will you be able to accomplish them within this timeline?
 |

|  |  |  |  |
| --- | --- | --- | --- |
| **S** | **Specific** | * Write down your goal
* List 3 steps outlining how you will reach this goal
 |  My Goals for this semester |
| **M** | **Measurable** | * How will I measure my progress?
* Re-evaluate your progress if necessary
 |
| **A** | **Achievable** | * Will you be able to achieve it?
* What might be some possible resources to help you achieve it?
* What steps can you take to achieve it?
 |
| **R** | **Relevant** | * What is your reason for achieving this goal?
* Is it worthwhile?
 |
| **T** | **Time-Bound** | * Set a timeline to achieve your goals
* Will you be able to accomplish them within this timeline?
 |