

University of Phoenix Material

US 101 Goal-Setting Worksheet

Identify and describe one short-term and one long-term academic goal and one personal goal.

Analyze the goals using SMART criteria.

Goals	Specific	Measurable	Attainable	Relevant	Time frame
Short-term goal:	To pass all of my courses with a "B" average or better.	Study, and complete assignments timely and accurately.	I have all the necessary resources and tool available to complete all course work.	This short-term goal collates along with my long-term goal.	3 months
Long-term goal:	To obtain my Associates Degree in Health Administration.	My degree plan is in place. And courses have begun.	The necessary tools and resources are available to obtain degree. My current short term goals are aligned with my Long-term goal. So each time I achieve my short term goal its only one step towards my long-term goal.	This long-term goal is what is needed for me to grow within my current employer.	2 years
Personal goal:	To become more spiritual and financially stable.	Attend workshops and meeting for financial and spiritual guidance	The courses, workshops and meeting are all available during times that are sufficient with my schedule for work, school and home.	This personal goal is very beneficial while I'm in the process of accomplishing my long-term goal	6 months

Respond to the following questions in 50 to 100 words each:

- What role does motivation play in goal achievement?