

POTENTIAL

GOAL SETTING: WELL FORMED OUTCOMES



What?

A well formed outcome is essentially a goal, objective, desired change, or desired outcome formulated to facilitate a high likelihood of success.



Why?

- Dramatically increases likelihood of you achieving your goal
- Removes obstacles in the way of achieving your goal
- Builds momentum as your confidence increases each time you achieve a goal
- Positive approach – focus on what you want and how you do it, rather than problems and excuses
- Successful people set goals with well formed outcomes
- Setting well formed goals for your exams and career will improve your chances of success



How?

Use the following 7 questions to assess whether your goal is well formed. If it is not, reform it until it satisfies each of the questions.



1. What do I want?

State what you want in positive terms i.e. what do you want and what do you want it to do? Where do you want it? When do you want it? E.g. I want to be, do or have X. If the answer forms as 'I do not want' then ask, what do I want instead?

2. Is it achievable?

Is it possible for a human being to achieve this outcome? If it has been done by someone, then in theory it can be done by you too. If you are the first, find out if it is possible.

3. What will I accept as evidence that I have achieved my outcome?

What evidence will you accept that lets you know when you have your outcome? Ensure that your evidence criteria are described in sensory based terms i.e. what will you see, hear, smell and feel when you have done what you have set out to do?

4. Is achieving this outcome within my control?

Is it under your control i.e. can you personally do, authorise or arrange it? Anything outside of your control is not well formed. Asking for time off from work is within your control but the granting of it is not.

5. Are the costs and consequences of obtaining this outcome acceptable?

Ensure that the outcome is worth the time, outlay and effort involved in achieving it and that impact on third parties or the environment is accounted for.



6. Do I have all the resources I need to achieve my outcome?

Do you have or can you obtain all the resources, both tangible and intangible that you need to achieve your outcome? Resources include knowledge, beliefs, objects, premises, people, money, time.

7. Does it fit with my values?

Does achieving this outcome fit with your values? How does it honour your values?

8. If I could have it now, would I take it?

Are all costs and consequences of achieving your outcome, including the time involved, acceptable to you and anyone else affected by it? This is known as ecology. Consider the costs, consequences, environmental and third party impact of having the outcome.



Complete the table below to help you set and follow through with your identified goals:

Goal	Life Area	Date to achieve by	Actions needed	Date Started
What is the goal you want to achieve?	Example, personal life, career, family, hobby...	When will you want to have finished this?	What steps will you need to take and when?	When will you start working on this goal?