



**Set Goals and
Objectives**

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By the end of the Power Hour you will be able to:

- Describe the characteristics of effective goals
- Set a SMART objective, and explain why it is useful
- Create a well-formed outcome, and explain why it is useful.



Characteristics of Effective Goals

Tangible

Relevant

Important

Simple

Positive

Challenging

Clear

Realistic

Personal

Trackable

SMART Goals

Specific

- Expressed in detail.
- Not open to misinterpretation.

Measurable

- How will you know when you have achieved it?
- What evidence will there be?

Achievable

- Realistic, but challenging.
- Within the control of the individual.

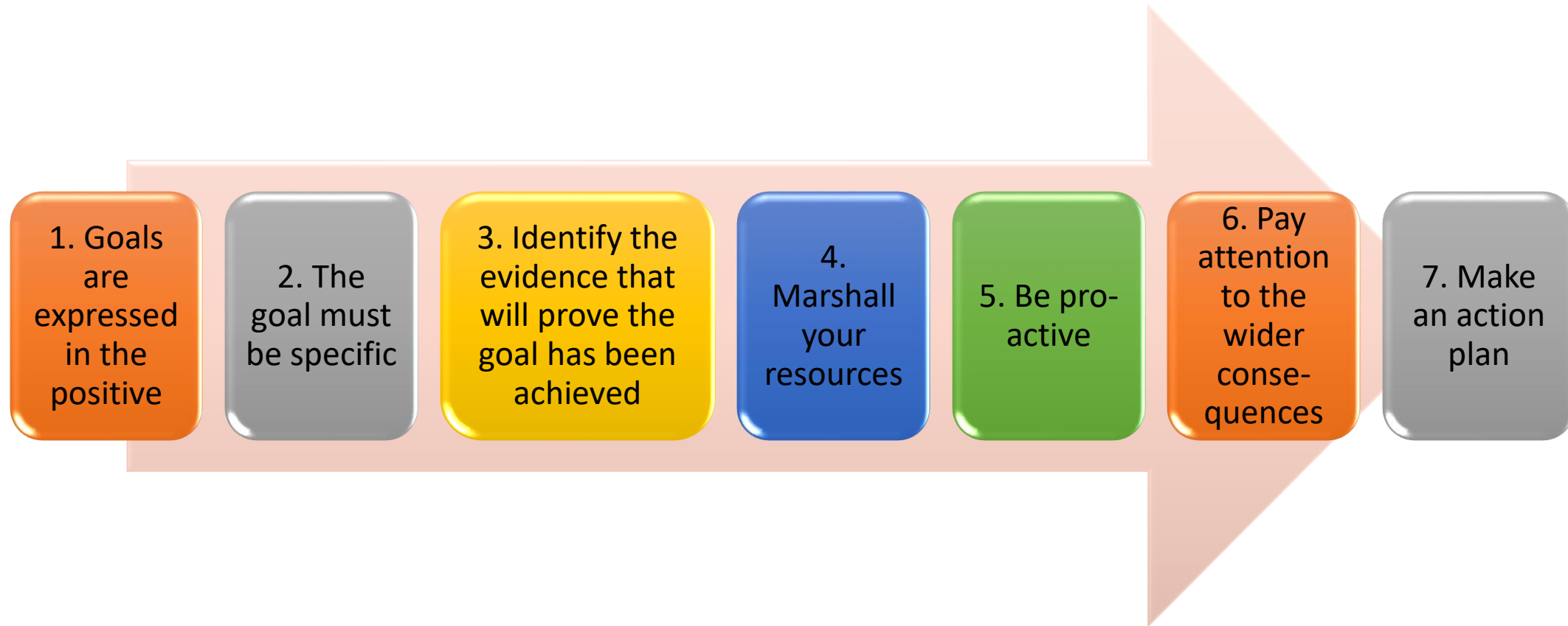
Relevant

- Relevant to your role, and the business objectives.
- Otherwise they will quickly become deprioritised.

Time-Bound

- Have a deadline or timescale attached to it.
- Gives the goal a sense or urgency.

Well-Formed Outcomes



Make it Work at Work

What are you going
to **DO** as a result of
this Power Hour
Session?





Thank You
&
Good Luck