**Personal Goals**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Goals | NOW | End of course | In half a year | In one year |
| Concentration |  |  |  |  |
| Balance between work and private life |  |  |  |  |
| Energy |  |  |  |  |
| Ability to handle stress |  |  |  |  |
| Happiness |  |  |  |  |
| Personal goal |  |  |  |  |

In the column ‘NOW’ you fill in marks between 1 and 10 for each goal mentioned. This mark reflects your estimated average over the last 4 weeks. 1 is lowest, 10 highest.

In the other columns, you fill in the mark you want to achieve at that time. Aim to be both ambitious and realistic.

Choose a personal goal as well and likewise give yourself marks for them. Try to formulate your goal positively, be concrete and try to make it easy to measure or check. (for example: I want to improve my concentration to be able to fully enjoy reading a book. I can now read with full concentration 15 minutes/week; at the end of the course I want to be able to read with concentration 2x/week for half an hour. Etc.)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Goals | NOW | End of course | In half a year | In 1 year |
| Personal goal:  Enjoy reading a book with full concentration. | Mark: 5  Now 15 min p.w. | Mark 7  2x p.w.  30 min. | Mark 7.5  5x p.w.  30 min. | Mark 8  5.x p.w.  45 min. |

Keep your goals in a prominent place. A note in your notebook, agenda, or above your desk ensure that your goals receive the right attention and focus.

Your goals are ALWAYS worth it, SO: take them along to the next class!!!