# Write Down Your Goals Activity 1: Self-Assessment

# STEP 1: EXPLORE YOUR CURRENT GOAL-SETTING HABITS

1.	Prior to the start of each academic term, I write clear, realistic, attainable goals for my educational success for that academic term (quarter or semester). I write these <i>immediate goals</i> in a special place that I can refer back to as I work to succeed in my classes.										
	□ YES	□NO	□ UNSURE								
2.	. At the start of each year, I write clear, realistic, attainable year-long goals that highlight my desired academic achievements for <b>next 12 months</b> of my life. I write these <i>short-term goals</i> in a special place the I can refer back to as this year goes on.										
	□ YES	□ NO	□ UNSURE								
3.	I write, develop, and refine clear, a mid-term goals in a special place t										
	□ YES	□ NO	□ UNSURE								
4.	-	realistic, attainable goals for the <b>nex</b> that I can update as I progress in my									
	$\Box$ YES	□ NO	□ UNSURE								
5.	I have a strong sense of my priorities and feel that I can routinely get important things done, including my studies, while balancing my time among school, work, and my social life.										
	$\Box$ YES	□ NO	□ DON'T KNOW								
6. I know how to stay focused and motivated so that I can reach my goals.											
	□ YES	□ NO	□ UNSURE								
7.	I do not attempt to multitask when	ı I am studying.									
	□ YES	□NO	□ UNSURE								
8.	I schedule my study periods at tim	nes when I am at my best.									
	□ YES	□ NO	□ UNSURE								

# The Learning Code

9. I use daily, weekly, monthly, and yearly planners to schedule study times and other tasks manage my time effectively in the pursuit of my goals.											
□ YES			□ <b>1</b>	NO			□ UNSURE				
. I use my scheduli	ng tools effe	ectively and	d I routinely	am able to	finish the	items on m	y daily to d	o list.			
$\Box$ YES			□ 1	□NO			□ UNSURE				
. I am successful at procrastination.	t NOT puttir	ng off my s	tudying and	l other impo	ortant activi	ties. I don'	t have a pro	blem with			
$\Box$ YES			□ <b>1</b>	NO		□ DC	OON'T KNOW				
12. I know that I can achieve any academic goal that I set in any class regardless of the teacher. In fact, for more than two academic terms in a row (quarter or semester), I have achieved my desired grades in every single class I have taken.											
□ YES			□ 1	NO		□ DON'T KNOW					
EP 2: IDENTIFY A	AREAS YOU	U WANT T	TO IMPRO	VE							
-	_		_		n a scale of	`1 to 10, ho	ow would yo	ou rate			
Need to Improve				Successfu			Very Successful				
□ 1 □ 2	□ 3	□ 4	□ 5	□ 6	□ 7	□ 8	□ 9	□ 10			
he following list, c	ircle the thre	ee most im	portant area	s in which	you would	like to impi	rove:				
Setting goals				Staying focused on goals							
Maintaining a positive attitude				Staying motivated for academic work							
Avoiding the distractions of technology				Preventing distractions caused by other people							
Managing time well when studying				Overcoming a tendency to put things off							
Using a planner to schedule study periods				Using a to-do list to ensure all tasks are done							
Finding enough time to do everything											
	manage my time of YES  I use my scheduli  □ YES  I am successful at procrastination.  □ YES  I know that I can more than two according to the following list, cotting goals intaining a positive poiding the distraction aging time well well well well well well well we	TYES  I use my scheduling tools effectively in YES  I use my scheduling tools effectively in YES  I am successful at NOT putting procrastination.  □ YES  I know that I can achieve any more than two academic terms single class I have taken.  □ YES  EP 2: IDENTIFY AREAS YOU have about how you answered query well you stay focused on you Need to I □ 1 □ 2 □ 3  The following list, circle the three ting goals intaining a positive attitude poiding the distractions of technologies in the studying time well when studying the studying time well when studying the studying the studying the studying time well when studying the studyi	□ YES  I use my scheduling tools effectively and □ YES  I am successful at NOT putting off my sprocrastination.  □ YES  I know that I can achieve any academic more than two academic terms in a row single class I have taken.  □ YES  EP 2: IDENTIFY AREAS YOU WANT To well you stay focused on your goals and Need to Improve  □ 1 □ 2 □ 3 □ 4  the following list, circle the three most imputing goals intaining a positive attitude biding the distractions of technology maging time well when studying	Hard Manage my time effectively in the pursuit of my good and a YES	manage my time effectively in the pursuit of my goals.  □ YES □ NO  I use my scheduling tools effectively and I routinely am able to YES □ NO  I am successful at NOT putting off my studying and other improprocrastination. □ YES □ NO  I know that I can achieve any academic goal that I set in any classingle class I have taken. □ YES □ NO  EP 2: IDENTIFY AREAS YOU WANT TO IMPROVE  Ink about how you answered questions 1 − 12 in Step 1 above. Or well you stay focused on your goals and use your time?  Need to Improve □ 1 □ 2 □ 3 □ 4 □ 5 □ 6  The following list, circle the three most important areas in which sting goals  Staying focuse intaining a positive attitude  Staying motivationing in the distractions of technology  Preventing distractions of technology  The pursuant of the pursuit of my goals.  I was a positive attitude  Staying motivationing in the distractions of technology  Preventing distractions of technology  Preventing distractions of technology  The pursuant of my goals.	Types	The pursuit of my goals.  The pursuit of my studying and other important activities. It don't procrastination.  The procrastination.  The pursuit of my studying and other important activities. It don't procrastination.  The procrastination.  The pursuit of my studying and other important activities. It don't procrastination.  The procrastination.  The pursuit of my studying and other important activities. It don't procrastination.  The procrastination.  The pursuit of my studying and other important activities. It don't procrastination.  The procrastination of the pursuit of my studying and other important activities. It don't procrastination.  The pursuit of my studying and other important activities. It don't procrastination.  The procrastination of the pursuit of my studying and other important activities. It don't procrastination.  The pursuit of my studying and other important activities. It don't procrastination.  The pursuit of my studying and other important activities. It don't procrastination.  The pursuit of my studying and other important activities. It don't procrastination.  The pursuit of my studying and other important activities. It don't procrastination is activities. It don't procrastination.  The procrastination is activities in any class regardless of the terms of no not procrastination.  The procrastination is activities in any class regardless of the terms of not procrastination	□ YES □ NO □ UNSURE  I use my scheduling tools effectively and I routinely am able to finish the items on my daily to d □ YES □ NO □ UNSURE  I am successful at NOT putting off my studying and other important activities. I don't have a pre- procrastination. □ YES □ NO □ DON'T KNO'  I know that I can achieve any academic goal that I set in any class regardless of the teacher. In fa- more than two academic terms in a row (quarter or semester), I have achieved my desired grades single class I have taken. □ YES □ NO □ DON'T KNO'  EP 2: IDENTIFY AREAS YOU WANT TO IMPROVE  Ink about how you answered questions 1 − 12 in Step 1 above. On a scale of 1 to 10, how would ye well you stay focused on your goals and use your time?  Need to Improve Successful Very St □ 1 □ 2 □ 3 □ 4 □ 5 □ 6 □ 7 □ 8 □ 9  The following list, circle the three most important areas in which you would like to improve:  Staying focused on goals intaining a positive attitude Staying motivated for academic work ording the distractions of technology Preventing distractions caused by other people maging time well when studying Overcoming a tendency to put things off			

## The Learning Code

## STEP 3: CAPTURE YOUR REFLECTIONS

After working through the questions in steps 1 and 2 above, write down some of the thoughts you had that came up during this activity. For example, you might answer the following questions: What goal-setting habits do you use most effectively? What makes you feel that the items you circled are the most important areas to work on?