Goal Setting Tracker

Use this job aid to develop career-focused, structured goals using the goal setting criterion outlined below. Set two goals along with check-in points over next two weeks. Use the following questions below to help you focus your goals on major/career decisions.

Think about where you are in your career development. Based on your answer:

- What kind of goals can you set to reach the next stage?
- If exploring different career options, what goals will help you narrow your list of options?
- If career options list is narrow, what goals will help you learn more about potential careers?

Goal #1: ____________________________________________

____________________________________________________________________________
____________________________________________________________________________

- **Achievable**: Are you able to realistically achieve this goal? (abilities, aptitudes, other factors)
- **Believable**: Do you believe you can accomplish this goal?
- **Controllable**: Are you able to control factors that affect the outcome of this goal?
- **Definable**: Have you clearly expressed your goal so that it is clearly understood by others?
- **Explicit**: Is your goal specific and warranting of your undivided attention?
- **Growth Facilitating**: Does this goal promote positive growth without injury or destruction to yourself or others?
- **Self-Fulfilling**: Are you eager and motivated to achieve this goal?
- **Quantifiable**: Is your goal measurable in numerical terms?

Goal #2: ____________________________________________

____________________________________________________________________________
____________________________________________________________________________

- **Achievable**: Are you able to realistically achieve this goal? (abilities, aptitudes, other factors)
- **Believable**: Do you believe you can accomplish this goal?
- **Controllable**: Are you able to control factors that affect the outcome of this goal?
- **Definable**: Have you clearly expressed your goal so that it is clearly understood by others?
- **Explicit**: Is your goal specific and warranting of your undivided attention?
- **Growth Facilitating**: Does this goal promote positive growth without injury or destruction to yourself or others?
- **Self-Fulfilling**: Are you eager and motivated to achieve this goal?
- **Quantifiable**: Is your goal measurable in numerical terms?