

Motivation and Goal Setting



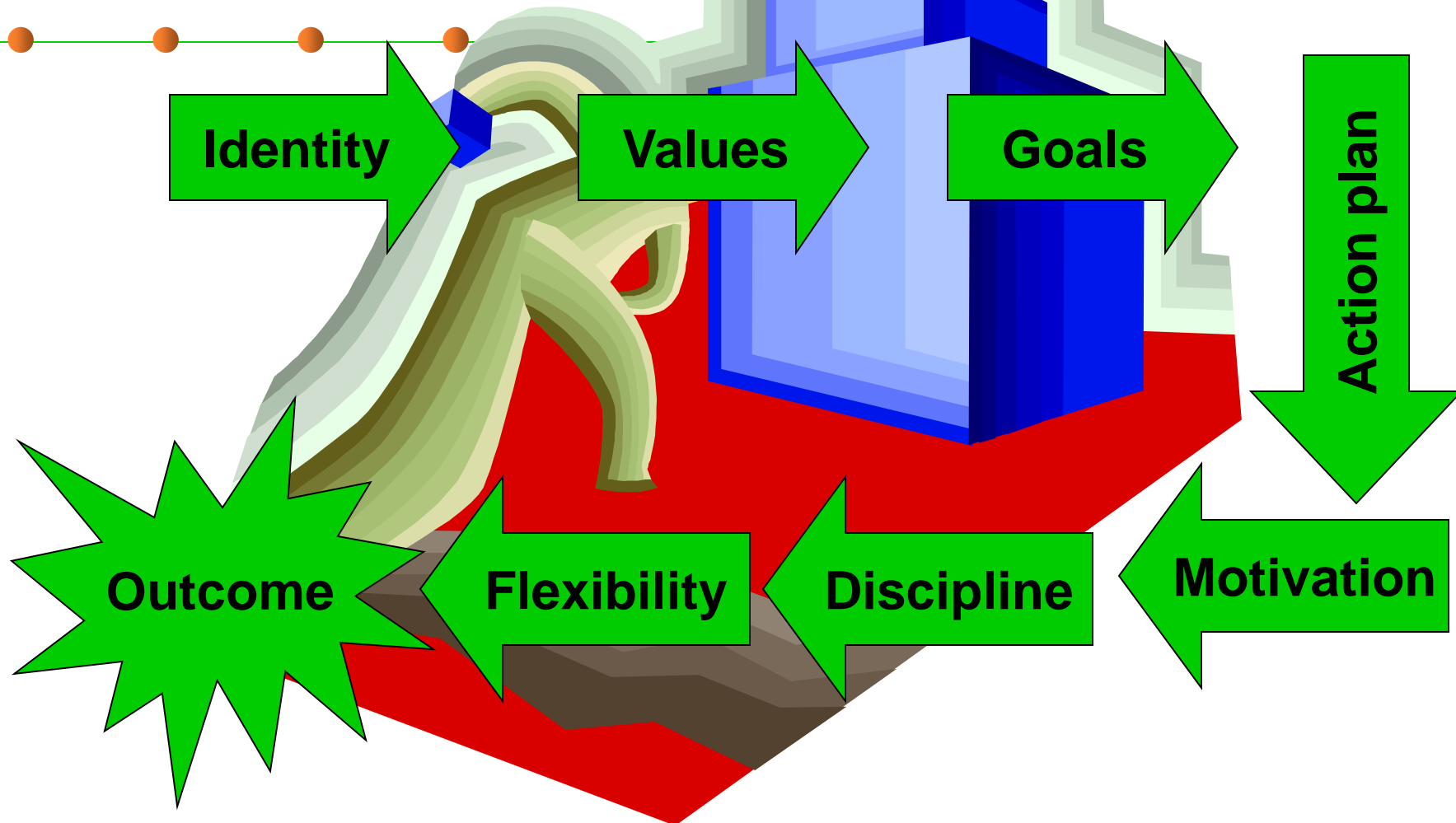
Objective

- Help you to identify the values that dictate your goals
- Provide a frame work for achieving those goals

The 8 – Step Method

- Examining your identity
- Defining your values
- Establishing your goals
- Putting together an action plan
- Examining various facets of motivation
- Establishing discipline
- Maintaining flexibility
- Reaching an outcome

The Success Map



Persistence & Determination

... “ Nothing in the world can take the world of persistence. Talent will not; nothing is more common than un successful men with talent. Genius will not; unrewarded genius is almost an proverb. Education will not; the world is full of educated derelicts. Persistence and determination are omnipotent . The slogan ‘press on’ has solved and always will solve the problems of the human race...”

Calvin Coolidge

Outcome

- Outcome – Different from goals
- Goals are conceptual representing an ideal state that you aspire
- Outcome is what actually happens
- May or may not be in concordance with goals
- A successful outcome is possible when we set goals that are consistent with our true identity while sustaining the necessary motivation over time.

Identity

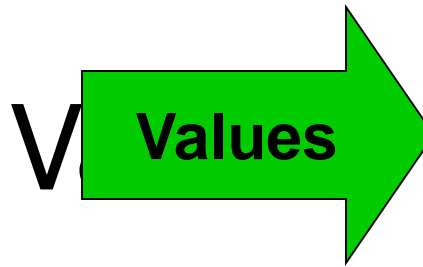


Identity

- Important aspect prior to goal setting
- Lack of identity results in lack of direction in goal setting
- Failure to analyse identity results in confusion
- Verify one's identity for an accurate assessment

Some pertinent questions

- Who am I ?
- What is my identity with in the co. ?
- Is this how I wish to be perceived?
- Do my expectations mesh with that of the company's ?
- Can the company provide me with opportunities that are in alignment with the personal and professional identity ?
- Do the "Professional Identity Assessment" work sheet.



- The ideas or beliefs that guide your actions on a daily basis
- In personal life-Values govern one's behaviour towards other people, types of relationships one seek, attitude towards right and wrong, and one's fundamental convictions
- In professional life-culture, ethics, sense of pride, job/role satisfaction

Goals

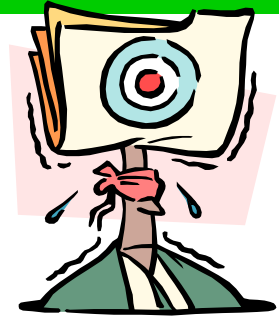


- Empty outcome if goals are not clear
- Good Goals are based on values
- Goals are like homing devices
- Need for consistency in goals between that of company's and that of the individual
- Career goals V/s business goals

Effective Goal Setting

- Breakdown goals into smaller sub-goals that can be successfully completed, leading to continual positive outcomes
- Reward yourself and others for successes on the way to the ultimate goal's completion
- Minimize the opportunity for failure by providing adequate information or training on the task to be completed. This may mean reading an instruction manual, attending a class, or receiving one-on-one training.

Contd...



- Alignment of personal goals with organisational goals
- Involvement level of the goal achiever in goal setting
- S.M.A.R.T goals
- Visual charting
- Reinforcing
- Appropriate Praise and Recognition

Action



Action Plan



- A statement of the logical step-by-step flow of actions required to get the results
- Based on information gleaned from defining one's identity, values, goals
- Also the effort that one makes to realize the intended outcome
- Resource planning in terms of time, money, energy, manpower etc

Some pertinent questions

- What needs to be done ?
- Is it necessary – why required ?
- Where is it to be done ?
- Who should do it ?
- When it needs to be completed ?
- How is it to be done ?
- List the steps
- List the resources
- Prioritize the steps

Motiv Motivation



- All our actions and deeds can be traced down to some definite motive or combination of motives
- If one is rewarded and/or recognised for doing something, he/she gets motivated
- Motivation is a result of desire that drives you to be excellent day after day
- Show benefits – WIIFM is the key to motivation

Disci Discipline

- Discipline may be the hardest step to take in personal life, but it can be learned and developed
- In professional life, discipline functions best when started from the top-when the standards are clear, fair, understood, and actually used.

Flexibility



Flexibility

- Ability to modify one's strategies and adapt the action plan when changes occur; requires continuous evaluation of one's values goals and action plan