

# OUTLINE

## Goal Setting

### Lesson 1

#### *Course Overview*

- Getting To Know
- About the Workshop
- Learning Objectives
- Personal Objectives

### Lesson 2

#### *Pre-Assignment Review*

- Where You Currently Are With Goal Setting

### Lesson 3

#### *Self-Understanding*

- The Importance of Goal Setting
- The Role of Mentor

### Lesson 4

#### *Laying the Foundation*

- Identify Your Values
- Create Personal Vision statement

## Lesson 5

### *What's In Your Bucket?*

- The Bucket List
- Creating Own Bucket List

## Lesson 6

### *Getting Down to Business*

- Identifying Goals
- Goals with SPIRIT
- Writing Short and Long Term Goals

## Lesson 7

### *Getting Started Today*

- Visualization Techniques
- Action Plans
- Support Systems

## Lesson 8

### *Dealing with Setbacks*

- Coping Strategies to Achieve Goals

## Lesson 9

### *Workshop Wrap-Up*

- Personal Action Plan
- Recommended Reading List
- Course Evaluation
- General Evaluation
- Final Thoughts

This course can be fully customised for your business team.  
Please contact us for more details and our team will happy to assist.

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