

Lesson 9: Goal Setting Basics (Video Transcript)

Hi and welcome to another Time to Change video by The Practical Disciple. I am John Arnold and today I want to address with you the topic of goals, both how to set the and I am going to give you some tips so that you can be more effective at achieving those goals. Before I do that I want to make a distinction between some of the tips I have been offering through these videos. Not all of the tips are things that are going to actively add joy and meaningfulness to your life. Some of the tips that I have given you, like eliminating clutter, getting rid of interruptions, whacking out unfinished tasks...most of those things... simply remove dissatisfaction in your life, but they don't necessarily actively add to the satisfaction in your life.

So, when we get into tips like adding goals it is really important that you make these a priority because when you start doing things like making goals and observing a Sabbath like I spoke about in an earlier video, those are the kind of things that actually add satisfaction and add to joy in your life.

Now, we need to do a little of both. We both want to live out of the problem... and that's what we are doing as we are organizing and simplifying things... but you also have to do things where you are living into the solution. Imagine if you were planting a garden and all you did was weed the ground and got rid of all of the things that were going to suck the life out of your plants, but you never planted any seeds. You would not have any fruit to share. You would just have barren soil. You wouldn't have any weeds that would bother you, but you wouldn't have any fruit either. So, some of the tips that I am now going to start sharing with you and some of the tips that I shared earlier are really going to be about actively moving you toward greater productivity. So, let's look at goals.

First off, with your goals, you want to write them out. That's your first tip **write your goals out**. Writing them out will make you more clear on what your goals are. Then, as you write them out there are at least three things I want you to keep in mind.

Make you goal very specific. You don't want something general. Like for instance, working on my blog. At the end of the year I didn't say, "Well, I want to write more. You know, I want to get more posts done next year." Instead, I said, "I am going to do 210 posts in 2010. It's very specific.

A goal should be measurable. I can look at my goal and know how I achieved it. When you make a goal and you think it's specific look back and then say, "Okay, so how am I going to know that I am done?" If you can't answer that question, then you need to work on that goal a little bit more.

Also, **you have set a deadline set for when you are going to achieve your goal.** We have a tendency to allow a task to swell to fill the time allotted to it. If you just give yourself forever to do a goal, you will probably never get it done." **So, those are the first three things you need to know about writing a goal. Write it out, make sure it is specific and measurable and be sure you have a deadline on it.**

Now once you have a good clear written goal, here are some things you can do to keep you consistent on making some progress on it. **I like to post my goals.** I have my goals written out in my planner and **after I have written those goals down. I start writing out action steps for achieving them.** So for instance in the front of my planner I have my 90 day personal goals. I have three or four enumerated here. The top line is my goal and underneath I have space for 4 or 5 action steps that I am going to take. You can do that in a note book or however you want. I use...I mentioned this in other videos...I use Allyson Lewis's [7 Minute Daily Life Planner](#). I like it because it's right there in the front of my planner and I can go back to it when I am scheduling what I want to do during the day. I can look at my goals and keep them there at the surface of my mind. **It is real easy to write goals and put them on a shelf and they never do any good if they are sitting on a shelf. You have to schedule time to work on them.**

Once you have those written up and you have picked some action steps you are going to do...I mentioned that I post them. I not only post them in something like this, but for instance my goal of 210 posts in 2010, I have taken a dry erase marker and on my bathroom mirror up in the corner I daily track my progress. So have written on my mirror the number of posts I want to write, 210, a slash mark and then the number of posts I have currently on that goal. Now, you can do something similar. You can put something on the dash of your car. You can put it on your mirror. **It's really a good thing to read your goals out loud every once in a while.** Doing those things will make you be consistent in making progress on your goals.

The last thing I want to say is that you want to **wrap your goal in prayer.** From the time you start marking it until the time you complete it, you want to pray about it and discern whether it's a goal you really ought to be spending time on or not. If

it's not something that your heart is really wrapped around, you may seriously want to question the value of that goal and go back to the drawing board until you get one that you are passionate about, excited about and flows out of your gifts, and who God has made you to be. On the back end to...all through it you want to be praying... but on the back end **when you accomplish a goal you need to celebrate**. You need to give thanks to God for the opportunities and the growth and all that has come out of that.

So that is your tip for today. Start writing goals otherwise what you may find is that if you do all these other things and you don't have goals in place, you are just going to get highly efficient at being very busy but not necessarily being very productive. We are going to talk about that in another video, the difference between being busy and productive. But for now, write your goals, make them specific, measurable, and have a deadline. Take time out to figure out the action steps you're going to need to do to accomplish your goals. Post your goals. Read them out loud periodically. Wrap them in prayer. If you do this, then you are going to start seeing a lot more meaning in the activity that you do everyday and that is going to bring you a tremendous amount of joy. Well, I will see you in the next video.