

WEEK 3

GOALS

You are developing the habit of both setting and reaching goals.

How important is this?

David Janzen of UCLA conducted a study of people from all walks of life. He found that those who had a goals program made \$7,411 monthly compared to \$3,397 monthly for those who had no goals program. He also found that those with a goals program were happier, healthier and had greater peace of mind.

What is a goals program?

Setting daily objectives and accomplishing them. This translates into eventually setting weekly objectives, then monthly and finally lifetime goals and accomplishing them.

The beginning is your daily objectives and your weekend objectives.

THINGS TO DO THIS WEEK

Great minds have purposes, others have wishes.

Washington Irving

Monday

Tuesday

Wednesday

Thursday

Friday

LESSON

Last week we covered our assumptions. This week I want to give you the expectations. You should never begin any project without knowing the cost of completion. You need to make sure you can afford to do what you want to do. Without trying to scare anyone off as so many of my college teachers did on the first day of class with their list of expectations, I do want you to know that you have two expectations. Your level of success in this program will coincide with the level at which you meet these two expectations. Do not fear; they have been done by many not as talented as you.

1. Attendance

You have to be here every day. Sounds simple but I believe it is a major problem. People may be at the workplace and wish they were fishing. Then they are fishing and talking on the cell phone about work. They cannot make up their mind. Focus on the job at hand and do not allow circumstances or exceptions to get in the way. Let me give you a story that illustrates the importance of focus.

When the Alaskan pipeline was being built, many Texans went north to work on this project. Along with the Eskimos, they comprised two of the largest groups to work on the pipeline. The problem came when the Texans could only work a short amount of time daily while the Eskimos could work all day. They tested skin thickness, blood thickness and everything they could think of physically. They found no differences. The difference they found was in the focus. The Eskimo focused on the job, the Texan focused on the weather.

I am expecting you to be an Eskimo, come every day and focus on the job at hand. Do not worry about the external circumstances that in most cases we cannot control.

2. Effort

If you want to get water from a pump, you have to “prime the pump.” For those of you who are too young for this, you have to put something in to get something out.

Mondays:

Listen to the short lesson on goals or time management. Write down your specific goals for the day and for the week. If possible put a time with each goal.

Daily check yesterday's goals and write the new ones for today. Make sure the goals are specific, measurable and attainable.

Tuesday:

Listen or read the lesson. Write down the details and then write what you consider to be the main idea behind the lesson.

Wednesday:

Thoughtfully and in complete sentences write the answers to the questions from the lesson.

Thursday:

Discuss your answers. This is a great time to teach the lesson to another person. The best way to learn something is to teach it.

Friday:

Evaluate how you have done this week with your objectives. Be realistic but positive. Know that you will improve weekly.

Write down how you can apply the lesson to your life. How can you use this lesson to make you better?

It takes 3 parts of your anatomy to accomplish the expectations.

1. Head- have the knowledge of what and how
2. Heart- have the passion to get it done
3. Backbone- have the courage and will to get it done

Almost everyone will have the head and the heart. What separates the winners from the losers will always be the backbone. In most of us we have to develop a backbone, it is not inherited.

QUESTIONS

1. What does attendance now mean to you?
2. What day do you see as most difficult and why?
3. How will you get this done?
4. Use the head, heart and backbone analogy with the following:
 - a. smoking
 - b. drugs
 - c. parenting
 - d. grades