# Week 3: Goal Writing Assignment

**Date:** October 20, 2024

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| **Your Name**: | Mohammad Alsaad |

### Prepare

1. Complete Week 3 Starter Kit.
2. Review SMART (Specific, Measurable, Achievable, Realistic, Time) Goals in Module 1.2 and Table 1.1 in the textbook
3. Review the Week 1 Cognitive Primer and SMART Goal Video
4. Complete the Gen and Ed SMART Goal Interactive (be sure to complete both academic and professional sections)
5. There are **THREE** sections to complete. You will find that attending the required Live Learning session can help with this assignment!

### Purpose

As you create your academic SMART goal, think about what you want to accomplish as a college student. Remember, in Week 1 you shared “why” you wanted to earn a college degree. Yes, this may grow and change as you grow and change, but let’s start now with an academic goal. Yes, earning credits and getting good grades is important. But also think about what you are learning and how you can apply your learning in meaningful ways. What do you want to achieve academically in college?

## Part One: Write: Academic SMART Goal

**Directions:**

1. Think about what you want to accomplish in college, which is your Academic SMART Goal.
2. Write your SMART goal as you think it should look in the box below. Remember there are five components to a SMART goal.

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| Use what you know about SMART goals to write your Academic SMART goal in the space below. After you write it you will review it using the checklist below.  Specific:  I try to improve my GPA by focusing more on major courses and making all submissions of assignments on time.  Measurable:  I will increase my current 2.9 GPA to 3.4 by the end of this school year. This I shall measure by completion of assignments, attendance of study groups, and tracking of exam scores.  Achievable:  I will achieve this by dedicating an additional 3-4 hours of study time per week, by attending additional review sessions with classmates, and by consistently going over course material right before examinations.  Relevant: By achieving this objective, I will be able to compete for the graduate programs and internships that requires a higher GPA.  Time-bound: I plan to achieve this by the end of the 5th course and following up monthly on my progress to be sure I am on track. |

### Check Academic SMART Goal Components

**Directions:** In this section, we will help you review your academic SMART goal. Use the chart below to identify the components of your academic SMART goal. Use complete sentences in your response.

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| **S**  **Specific** | Does this goal explain clearly what I am going to do?  How is your academic goal **specific**? |
|  | It is specific because it narrows my improvement of my GPA through putting more time into studying and attending review sessions. It clearly explains that I will focus on completing assignments on time and preparing for exams ahead of time. |

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| **M**  **Measurable** | Will this goal produce measurable results?  How will you determine you are progressing towards achieving your academic goal (**measurable)**? |
|  | I will measure my progress against my objective by monitoring how much my GPA goes up with every class completed, by completing assignments on time, and by comparing test scores to previous performances. Such smaller milestones of improved test scores and timely assignment submissions will help in realizing that I am moving towards achieving a better overall GPA, my big goal. |

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| **A**  **Achievable** | Is this goal realistically achievable in the time I have outlined?  How is your academic goal **achievable?**What actions will you take to successfully complete your goal? |
|  | This is achievable because I have outlined specific concrete steps: adding 3-4 additional study hours per week and attending the review sessions. These actions will help me to stay focused and perform better on my coursework, thus making the improvement in GPA achievable within this academic year itself. |

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| **R**  **Relevant** | Is this goal directly aligned with what I want to accomplish?  How does your academic goal relate to your interests and career (**relevant**)?Why is it important that you achieve your academic goal? |
|  | This objective is related to the academic and professional objectives in that the higher the GPA, the more graduate programs and internships would match my stated career path, thereby creating avenues for further education and improvement in career prospects. |

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| **T**  **Time Bound** | Does this goal have a clear time for completion?  What is the specific deadline of your academic goal (**time bound**)? |
|  | By the end of my 5th course this academic year, I will have reached my targeted GPA; thus, giving me a clear deadline to be working toward. I will then conduct a monthly review of my progress to keep myself on track. |

### Purpose

As you create your professional SMART goal, think about what you want to accomplish in your career. While earning more money and a promotion is important, so is the act of learning and applying your learning in meaningful ways to advance your career. What do you want to achieve professionally?

## Part 2: Professional SMART Goal

**Directions:**

1. Think about what you want to accomplish in your career, which is your Professional SMART Goal.
2. Write your Professional SMART goal as you think it should look in the box below.

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| Use what you know about SMART goals to write your professional SMART goal in the space below. After you write it you will review it using the checklist below.  Specific: I want to improve my presentation skills by leading two major client meeting in the next four months. This will help me improve my public speaking and be more comfortable with client communication.  Measurable: I will apply to minimum 10 internships by end of December and make sure I have one by February.  Achievable: I will improve my application by reviewing my resume, create a LinkedIn profile, and reach out to 3-4 networking agents for recommendations.  Relevant: Developing strong presentation and communication skills is vital for my career, as these are essential for client-facing roles in my field.  Time-bound: By the end of this summer I will have completed the internship and contributed to at least 4 projects. A portfolio and feedback from the internship manager will be a big help to evaluate my skills. |

### Check for Professional SMART Goal Components

**Directions:** In this section, you will check to ensure that your draft Professional SMART goal statement has all the required components. Use the questions below to review the Professional SMART goal you wrote above.

1. Does this goal explain clearly what I am going to do?

Clearly, from this goal, it explains that I will raise my presentation skills by leading two major client meetings and applying to internships.

1. Will this goal produce measurable results?

Yes, making the measurable outcomes to lead successfully two meetings and apply to at least 10 internships while feedback is a major indicator of the progress.

1. Is this goal realistically achievable in the time I have outlined?

Yes, that is achievable in four months by focusing on specific tasks: resume improvement, LinkedIn profile, and networking.

1. Is this goal directly aligned with what I want to accomplish?

Yes, it does align with my career goals that involve developing public speaking and communicating with clients in future professional work.

1. Does this goal have a clear time for completion?

Yes, it is a time-bound objective, as it aims specifically to be finished by the end of summer after finding and completing an internship.

## Part 3: Reflection

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| 1. In one paragraph,(four or five sentences), answer the following question: What is the value of creating SMART goals? |
| The value of making SMART objectives, therefore, is that they would be clear, structured, and actionable steps toward avenues in achieving long-term objectives. Setting specific, measurable, achievable, relevant, and time-bound goals allows me to focus on what is most important and to track the progress efficiently. This is where the framework helps in breaking down big goals into manageable steps. Finally, SMART goals will play an important role in ensuring my academic and professional success. |

**\*\*Remember, you will review feedback in Waypoint given to you by your instructor and include your SMART goals, with any necessary revisions, in your Week 5 Final Project: Personal Development Plan.**

**Don’t forget to submit your assignment!** After completing this worksheet, save it to your computer and upload it to the Assignment Submission area within your Canvas classroom. For help submitting the assignment, watch this video: [*Submitting an Assignment to Waypoint*](https://ashford.mediaspace.kaltura.com/media/Submitting+an+Assignment+to+Waypoint/0_ur76v1ui).