

## 2.1.1 Share a personal goal from the past

1. Think about 2 to 3 Personal Goals you have set sometime in the past
2. Write them down (5 minutes)
3. Share a couple with your colleagues including whether you succeeded or learnings from a failure (5 minutes)

## 2.1.2 Set personal goals using the 10 categories

1. To practice what we learned, create 3 personal objectives (10 minutes)
2. You may only use the following categories as suggested by Brendan Burchard:
  1. Health (Including Fitness, Diet, Relaxing etc.)
  2. Family
  3. Friends
  4. Partner
  5. Mission (Including Community, Social Impact, etc.)
  6. Work & Finances
  7. Adventure: (including Travel, New experiences etc.)
  8. Hobby (including Learning, studying or things you do for fun)
  9. Spirituality
  10. Emotion
3. Do not insert any numbers in the objectives as we're looking for the direction and not the outcome or the result
4. Share with the class ( 5 minutes)
5. Revisit your personal goals and see if you can make them measurable by creating targets and measurement e.g. Go to Gym 3 times per week for 1 hour each

## 2.1.3 Set work related goals in 3-time horizons

1. Create 3 objectives with 3 different time horizons that fit together (10 minutes)
2. Base it on something relevant in the team you currently work in. I.e. It could be related to any of the following:
  1. A System,
  2. A Process,
  3. Improving a level of performance such as Growth / Profit / Operational Deliverables,
  4. Engagement / Communication,
  5. Innovation
  6. Etc
3. You may only use the following time horizons:  
3 Years , 1 Year and 3 Months
4. Do not insert any numbers in the objectives
5. Example in a Finance department:
  1. 3 Years: Complete month-end in 2 days
  2. 1 Year: Automate more processes
  3. 3 Month: Implement a generic workflow & reporting system
6. Example in a Business Unit
  1. 3 Years: Grow Annuity Revenue
  2. 1 Year: Grow Annuity Revenue in the North Region
  3. 3 Month: Launch the new “Premier product range”
7. Share your example with the class ( 5 minutes)