**3.5. PRACTICAL ASSIGNMENT**

**Setting goal setting and visualisation**

**Objective.** To encourage participants to set clear, specific and achievable career goals, and to assess the possibilities and possible obstacles to achieving them. During the exercise, participants will reflect on their work, learning, family and leisure goals, conduct a SWOT (Strengths, Weaknesses, Opportunities and Threats) analysis and create a visualisation of these goals. The visualisation of the goals will help to reinforce motivation and serve as a constant reminder of the goals. Participants will also be encouraged to consider how different goals fit together and how to effectively allocate resources to achieve their life and career goals.

This exercise will not only help you to articulate your goals clearly, but also keep you constantly reminded of their importance and motivated to work towards achieving them.

**What needs to be done?**

* **Goal setting:** analyse your life and career goals in the areas of work, learning, family and leisure. Fill in the table with your goals in each area. You may have more than one goal in each category.
* **SWOT analysis:** for each objective, carry out a SWOT analysis, identifying what can help achieve it (strengths and opportunities) and what can hinder it (weaknesses and threats).
* **Visualising your goals:** to boost motivation, choose visual symbols that reflect the goals you are working towards. For example, if the goal is to become a manager, it could be a picture of a manager's office. Look for such images in newspapers and magazines, cut them out and create a goal poster.
* **Alignment of objectives:** consider how your different objectives fit together. Evaluate whether the time and other resources available are sufficient to achieve all objectives. Think about how you can integrate these symbols into your daily life so that they are a constant reminder of your goals and help you stay motivated.

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| --- | --- | --- | --- |
| Category | Objectives | Who can help you achieve your goal ?(Strengths and opportunities) | What can prevent you from achieving your goal ?(Weaknesses and threats) |
| Jobs  |  |  |  |
|  |  |  |
|  |  |  |
| Learning |  |  |  |
|  |  |  |
|  |  |  |
| Family  |  |  |  |
|  |  |  |
|  |  |  |
| Leisure |  |  |  |
|  |  |  |
|  |  |  |
| Other (please specify) |  |  |  |
|  |  |  |
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