

கல்வி மற்றும் வேலை வாய்ப்பு  
வழிகாட்டுதல் கூட்டம்

Next .....

திரு A.வெங்கடாஜலபதி அவர்கள் உரை

தலைப்பு

மாணவர்களின் கல்வி இலக்கு  
நிர்ணயிப்பது எப்படி



# Goal Setting Process

## 7 Steps to Creating Better Goals

### இலக்கு அமைத்தல் – GOAL SETTING



Presented by

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## What is goal setting?

இலக்கு அமைத்தல் என்றால் என்ன?



- ❖ Goal setting is a purposeful and explicit process that starts with identifying a new objective, skill, or project you want to achieve.
- ❖ Then, you make a plan for achieving it, and you work to complete it.

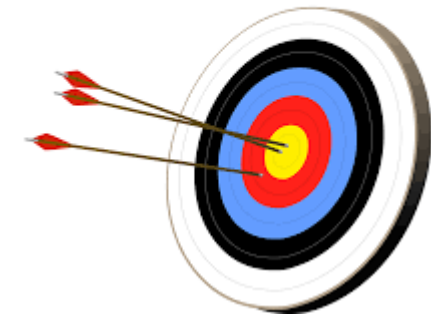


## Why is goal setting important?

இலக்கை நிர்ணயிப்பது ஏன் முக்கியம்?

- ❖ Goals provide you with focus.
- ❖ The decisions you make and actions you take should bring you closer to achieving those goals.
- ❖ Setting goals keeps you moving
- ❖ Increases your happiness,
- ❖ Significantly benefits your life.

**GOAL SETTING**





## How to set goals in 7 steps

### 7 படிகளில் இலக்குகளை எவ்வாறு அமைப்பது

- ▶ If goals are so important, why do we fail to achieve them?
- ▶ Because we don't plan the steps to get there.
- ▶ Look at the steps below to get started.



# 1. Think about the results you want to see

நீங்கள் பார்க்க விரும்பும் முடிவுகளைப் பற்றி சிந்தியுங்கள்



- ▶ Before you set a goal, take a closer look at what you are trying to achieve and ask yourself the following questions:

1. Is this goal something you truly want?
2. Is it important enough to pour hours of time and effort into it?
3. If you are not willing to put in the time, it may not be worth pursuing.



## 2. Create SMART goals

ஸ்மார்ட் இலக்குகளை உருவாக்கவும்



- ▶ Once you have zeroed in on what you actually want, ensure your goal meets the SMART criteria:

**S**pecific – குறிப்பிட்ட

**M**easurable – அளவிடக்கூடியது

**A**ttainable – அடையக்கூடியது

**R**ealistic – யதார்த்தமான

**T**ime-bound – வரையறை உட்பட்ட நேரத்திற்குள்





### 3. Write down your goals

உங்கள் இலக்குகளை எழுதுங்கள்

- When you write your goals down, they become real and tangible instead of a vague idea that resides only in your mind.
- This tactic reminds you to keep working on your goals daily. As you are writing down your goals, use a positive tone so you stay excited about completing them.

**Write  
Down Your  
Goals & See  
Huge  
Success**



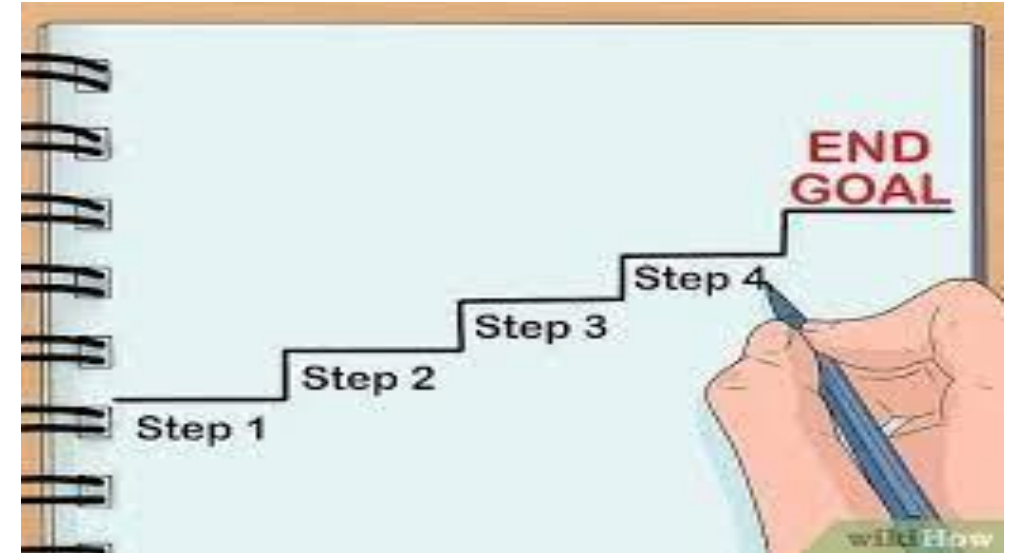




## 4. Create an action plan

ஒரு செயல் திட்டத்தை உருவாக்கவும்

- ▶ Many people decide on a goal but never create an action plan to determine how exactly they will meet that goal.
- ▶ Your action plan should include the overall goal you are trying to meet and all the steps you need to take to get there.



## 5. Create a timeline

### ஒரு காலவரிசையை உருவாக்கவும்

- ▶ As part of your action plan, use a [timeline maker](#) to help visualize roles, tasks, milestones, and deadlines to achieve your goal.
- ▶ Once you have set those dates, try to stick to them as closely as possible.
- ▶ A timeline creates a sense of urgency, which in turn motivates you to stay on schedule and finish your goal.



## 6. Take action

### நடவடிக்கை எடுங்கள்

- ▶ Now that you have planned everything out, it's time to take action.
- ▶ You didn't go through all that work just to forget about your goal.
- ▶ Every step that you take should lead to another until you finish your goal.



## 7. Re-evaluate and assess your progress

உங்கள் முன்னேற்றத்தை மறு மதிப்பீடு செய்து மதிப்பிடுங்கள்

- ▶ You need to keep your motivation strong to complete your goal.
- ▶ Consider scheduling a weekly evaluation, which could include measuring your progress and checking your schedule.
- ▶ Once you see how close the finish line is, you'll feel more motivated to push through to the end.
- ▶ If you're a little behind schedule, make necessary adjustments and keep going.



# Start setting goals

## இலக்குகளை அமைக்கத் தொடங்குங்கள்

- ▶ The process of setting goals makes you succeed faster and more efficiently.
- ▶ It can fuel your ambition and help you achieve tangible results.
- ▶ A goal setting process will help you determine how to set goals that are specific, timely, and realistic.



# Goal Setting Action Plan



## MAPPING YOUR CAREER GOAL ROUTE

Name: \_\_\_\_\_

Father's Name: \_\_\_\_\_ Parent: \_\_\_\_\_

Age: \_\_\_\_\_ DOB: \_\_\_\_\_

Educational Qualification: \_\_\_\_\_

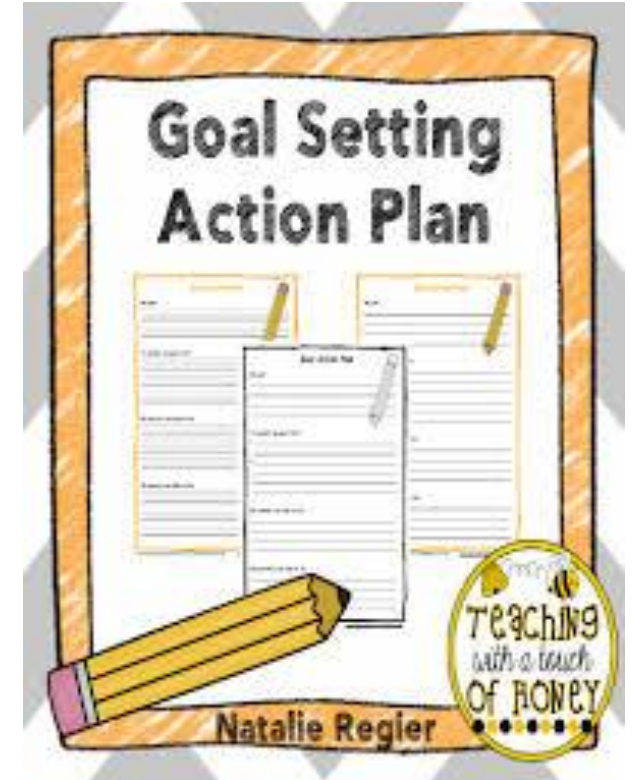
Address: \_\_\_\_\_

Mobile No: \_\_\_\_\_ Email Id: \_\_\_\_\_

My Goal: \_\_\_\_\_

Signature of Student

Reviewed and Approved by  
Reporting Authority



# Goal Setting Action Plan



## MAPPING YOUR CAREER GOAL ROUTE

Name:

**CAREER GOAL SETTING PLAN TEMPLATE**

### SECTION 1

Key Professional and Career Goals:				
Reflection. SHORT TERM: What do you hope to achieve over the next 1 year?	Action What do I need to do to help me reach my goal?	Assistance Who might help me? What might help me?	Achievements Expected outcomes.	Review Milestones. Timescales. Next steps.
				1.

Signature of Student

Reviewed and Approved by  
Reporting Authority

# Goal Setting Action Plan



## MAPPING YOUR CAREER GOAL ROUTE

Name:

<b>Reflection.</b> <b>LONG TERM:</b> What do you hope to achieve beyond 2 <sup>nd</sup> years?	<b>Action</b> What do I need to do to help me reach my goal?	<b>Assistance</b> Who might help me? What might help me?	<b>Achievements</b> Expected outcomes.	<b>Review</b> Milestones. Timescales. Next steps.

Signature of Student

Reviewed and Approved by  
Reporting Authority



# Goal Setting Action Plan



## MAPPING YOUR CAREER GOAL ROUTE

Name:

### SECTION 2

Key Objectives and Career Goal based on Section 1	Success Criteria	Actions to be taken and by whom	Resources	Target date for achievement	Review date	Evaluation of progress

Signature of Student

Reviewed and Approved by  
Reporting Authority

# Goal Setting Action Plan



## MAPPING YOUR CAREER GOAL ROUTE

Name:

### SECTION 3

Key Objective / Career Goal	Date achieved	Progress made	Evidence	Evaluation of support and professional development	Further development needs

Signature of Student

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Reporting Authority

# Question & Answer





**THANK YOU**



**Contact :**  
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