Goal Setting Skills Training Course Description

Importance of Goal Setting

- What are the benefits of goal setting?
- How goal setting can help your team and organization?
- How to boost your perseverance?

How to Capture Desires?

- What are mind maps and how can they help you capture your desires?
- How to make a visual representation of your desires?
- How to use the power of association to make sure you don't leave anything out?

Mission Statement

- What is a mission statement?
- How can mission statements help you in your long-term and short-term goal setting?
- How to make sure your goals are consistent?
- How to use an easy step-by-step approach to create a mission statement?

Goal Formulation

- How to formulate goals so that you know you are progressing forward towards them?
- How to formulate goals so that you get to achieve them?
- How to formulate goals so that you don't get overwhelmed by them?
- How to formulate goals so that they motivate you rather than discourage you?
- How to formulate goals so that you know what is involved?
- What is the different between positive and negative goals and why this matters?

Coaching

- How to coach others?
- How to self-coach?
- What is an ideal sequence of activities to go through when coaching?
- How can self-coaching help you reach your goals?

Autosuggestion

- What is autosuggestion and what is its significance on goal setting?
- What is *Law of Attraction* and how can it help you achieve your goals?
- What are the traditional techniques on immersing yourself in activities that help you to achieve your goals?
- How can you use technology and modern software tools to boost the power of autosuggestion?

Procrastination

- What is procrastination?
- What causes procrastination?
- How can you avoid procrastination?
- How can you take advantage of techniques such as *The 10 Minutes Rule* or *Head Start* to avoid procrastination?

Goal Visualization

- What is NLP and how does it relate to goal setting?
- How can you use NLP to visualize your goals and facilitate your progress towards them?

By the end of this course the delegates will be able to:

- Appreciate the **incredible power of goal setting** and its impact on your success
- **Capture your desires systematically** using visual techniques and set your **short-term** and **long-term goals** based on them
- **Create a mission statement** and define your long-term goals using the 8-steps technique
- **Define your goals** in a way that will help you achieve them and increase the likelihood of success
- Use the GROW model to **self-coach** or coach others
- Use a variety of traditional and modern techniques to **automate the process of constantly reminding yourself of your goals**
- Adapt a positive mentality to **task completion** and use a series of techniques to **become more productive**
- **Use visualization techniques** to maximize the likelihood of reaching your goals