

## Template for Goal Setting Sessions following the SMART model

Specific Goal	Measurable Outcome	Achievability	Relevance	Time-Bound
Improve Essay Writing Skills	Increase essay grades by one letter grade by the end of the semester	Achievable: Based on past performance and feedback, setting a realistic goal for improvement	Relevant: Enhancing essay writing skills aligns with academic and career aspirations	Time-Bound: Achieve this improvement within the current semester
Enhance Presentation Skills	Deliver a presentation without using verbal fillers (e.g., "um," "uh")	Achievable: Practicing and rehearsing presentations with a focus on eliminating verbal fillers	Relevant: Effective presentation skills are crucial for academic and professional success	Time-Bound: Deliver a filler-free presentation within the next two weeks
Master Challenging Concepts	Achieve a score of 85% or higher on the next challenging concept exam	Achievable: Allocate dedicated study time and seek additional resources for understanding challenging concepts	Relevant: Mastering challenging concepts is essential for success in the course	Time-Bound: Achieve the target score on the upcoming exam in three weeks
Increase Class Participation	Contribute to class discussions at least three times per week	Achievable: Prepare discussion points ahead of time and actively engage with course material	Relevant: Active participation contributes to a deeper understanding of the subject matter	Time-Bound: Meet the participation goal consistently for the remainder of the semester
Improve Time Management	Complete assignments ahead of deadlines with at least a one-day buffer	Achievable: Implementing time management techniques such as prioritization and creating a study schedule	Relevant: Effective time management reduces stress and improves overall academic performance	Time-Bound: Establish the habit of completing assignments early within the next month