

# MODULE EIGHT workhook

#### Setting Goals - Let's make it happen

## SETTING GOALS ET'S MAKE IT HAPPEN

We finish up the course by setting some targets.

We divide what needs to be done into two categories, tasks and goals. Tasks take generally less than an hour and can be fit into your normal work program. Goals are bigger targets, they might have multiple steps, and require a bigger commitment of time and or money.

Try not to bite off more than you can chew. Think about what your biggest limitations are (time, money, space, motivation) focus on making changes that address these limitations first.

Think back to the last module. Working on a shared goal or project can have great benefits for your whole farm family team. To start with, choose something that is easily achievable rather than a project that could be a source of potential conflict.

The time savings, motivation and money saved will then provide the returns you need to move onto your next set of goals in a few months.

Value progress over perfection

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## RECAP SMALL TASKS AND IDEAS

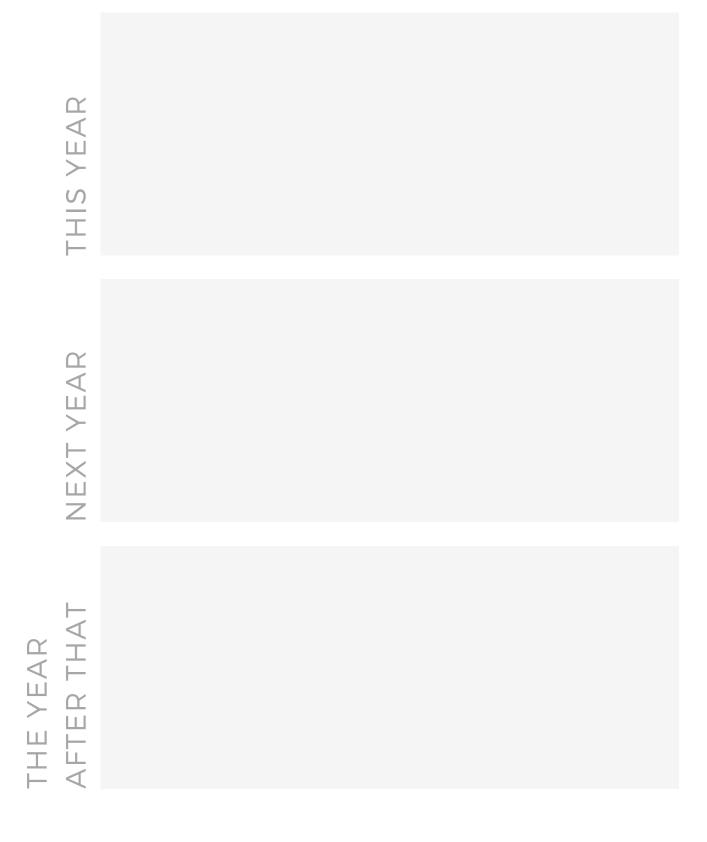
Review your notes, workbook and memory and get all the small tasks and ideas down in one place.





## LONG TERM PROJECTS

Some things might have to wait. Plan out the bigger projects if you have to .





#### SMART GOALS

SETTING REALISTIC AND ACHIEVABLE OUTCOMES

My go	al is:	
S	<b>SPECIFIC</b> What do I want to happen?	
Μ	<b>MEASURABLE</b> How will I know when I have achieved my goal?	
Α	ATTAINABLE Is the goal realistic and how will I accomplish it?	
R	<b>RELEVANT</b> Why is my goal important to me?	
Т	<b>TIMELY</b> What is my deadline for this goal?	



GOAL	
BENEFIT OF MY	ACTION
PRIORITY	START AND FINISH DATES
ACTION STEPS	
GOAL ATTAINMENT SCALE	Level 1   Level 2   Level 3   Level 4
PROGRESS	DATE ACHIEVEMENT



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3	to happen?		
	MEASURABLE		
M	How will I know		
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	achieved my goal?		
	ATTAINABLE		
Λ	Is the goal realistic		
A	and how will I		
	accomplish it?		
	RELEVANT		
R	Why is my goal		
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	TIMELY		
	What is my deadline		
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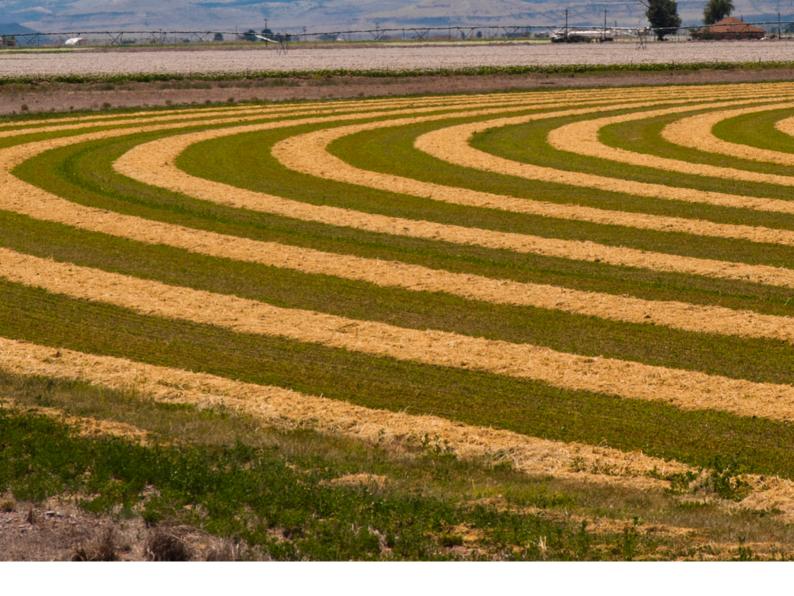
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### GREAT IDEAS



#### ABOUT US

#### AGRIFOCUSED

AgriFocused are a training and mentoring business focused on the ag industry. We are focused on personalised, specific training that supports individuals and businesses to capitalise on opportunities and overcome challenges.



#### CARMEN QUADE

Carmen has worked as a University lecturer in Accounting and Agribusiness and enjoys working with people to improve their business skills. She also has extensive experience in Local Government, both in economic and community development as well as corporate governance.

Together with her husband and other family members, she is a partner in a mixed farming business at Tallimba, in the Northern Riverina. She holds a Bachelor of Business (Agricultural Commerce), a Master of Professional Accounting and a Cert IV in Training Small Groups.

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