



How to Write Goals

Greene County 4-H
Record Keeping Help Sheet

Setting a goal is simply deciding what you want to learn and do.
It's is a tool that helps you plan *how* to get to *where* you want to go.

Goals have three parts:

1. HOW you are going to do it
2. WHAT you will do
3. WHEN you plan to have it done

Example:

The HOW..... I want to train

The WHAT.....my dog to heel

The WHEN.....by county fair time

When setting goals, remember... your goal must be something that you have control over. You have control over what you exhibit at the county fair. The judge has control over what ribbon you will receive.

Example of a GOOD goal:

"I will learn to put in a hand sewn hem by February 1."

This is a good goal because you have control over the how, what and when.

Example of a POOR goal:

"To get Grand Champion market steer at the county fair."

This is a poor goal because you are not the one who determines what ribbon placing or award your steer will get at the county fair – the *judge* is.

Your goal also needs to *show growth*. Making the same cookies year after year would not show learning new skills. Analyzing the nutritional content, changing an ingredient to a healthier choice, or comparing store bought to homemade would show different skills.

Go for it!

Write down your goals for this year in 4-H: _____

Write down your goals for each project area: _____

Now you have goals to work toward! But remember, it won't just happen...*you* have to make it happen!

Follow Up

Take a look at the goals you have recorded. List the steps you will need to take to complete your goal(s). Plan time needed to complete each step.

For each goal, ask yourself...

1. Where will I get the information I need to complete this?
2. What steps do I need to take to get it done?
3. Who can help me accomplish each step? (Do I need to get a recipe from Grandma? Can I use Dad's power saw?)