



GOAL SETTING



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- Goal setting involves the development of an action plan, which is designed to motivate and guide a person or group towards a goal.
- Once a goal is selected which meets our needs for the future, milestones can be setup to guide the process.
- A larger significant goal can be broken down into smaller milestones, as it may not be possible to achieve the goal in a short amount of time.



- Setting up shorter bounds helps stay on track and make small adjustments if required.
- It is essential that necessary resources and time are allocated for the goal. The resources can include money, expertise, research etc.
- The time allocated for achieving the milestones needs to be flexible, realistic and achievable.

AREAS OF GOAL SETTING

Work

Life

Family

Career

SMART GOALS

- **SPECIFIC:** Provide a clear description of what needs to be achieved
- **MEASURABLE:** Include a metric with a target that indicates success
- **ACHIEVABLE:** Set a challenging target, but keep it realistic
- **REALISTIC:** Goals must be realistic and achievable
- **TIME BOUND:** Set a date for when your goal needs to be achieved



Wish Prosperity Manifestation Dream
Feeling Abundance Focus Expansion
Health Creation The Law of Resonance
Love Joy
Intention Consciousness
Soul Awareness Expansion Happy
Attention Attitude Receive



STEPS TO GOAL SETTING

WRITING DOWN YOUR GOALS

- Take a paper and a pen; find a quiet place where you can work for a short while.
- Now divide the paper into 4 quadrants by drawing horizontal and vertical line.
- Write down your goals for work, life, career and family in the four quadrants.
- Make sure you write specific goals for each area. Vague goals which are not specific will not help the goals setting process.
- Specific goals will help you focus on the task at hand.



EXAMINE YOUR GOALS



- In order to accomplish your goals, resources will be required.
- Now examine your goals and write down the amount of resources you think will be required to achieve your goals.
- If you are not sure about the exact number, just put what you think is justified and then consult somebody who is experienced and then amend the number.

PARETO PRINCIPLE

- The principle of Pareto states that an output of 80 percent can be achieved by putting in a mere input of 20 percent.
- Vilfredo Pareto, an Italian economist during research observed that almost 80% of the land in Italy was owned by 20% of the population.
- The Pareto principle can be applied in business in the following processes:
 - ***The Quality Application***
 - ***Application in Business***
 - ***Increasing the Profit***
 - ***Growing the Production***

PARETO PRINCIPLE



**80% of World's wealth is owned
by 20% of the population**

by 20% of the population
80% of World's wealth is owned





“For many events,
roughly 80% of the
effects come from
20% of the causes”

Vilfredo Pareto

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