What are your personal goals?

01 Write words describing a time when you set a goal and could not achieve it. Summarize it for a classmate.

1.

2.

3.

4.

02 Read "Keep Your Eye on the Ball." Write the paragraph number next to its suggestion.

1. _____ Break up larger goals into smaller ones.

2. _____ Stay focused on your goal.

3. _____ Allow for extra time to accomplish them.

4. _____ Determine if you reached your goal earlier than expected.

03 Read the text again. Match the suggestion to the problem.

1. Stay focused.

2. Set milestones.

3. Create a buffer period.

a. I always have trouble achieving my goals because I underestimate the time it will take me.

b. Sometimes I find achieving my goals daunting because they are too ambitious.

c. I often get distracted from my main goal and need help prioritizing what is essential.

Keep Your Eye on the Ball

1. Although we often have the best intentions, setting and achieving goals can be challenging. Several techniques will help us set the right goals to make them more achievable.

2. Firstly, identifying the ultimate purpose behind your goal can help you determine its real **impetus**. Once you fully understand why you have set a particular goal, pursuing it without getting distracted is more manageable, allowing you to prioritize what you need to do to achieve it.

3. Secondly, achieving highly ambitious goals can be **daunting**, and you may soon feel overwhelmed. Instead, dividing them into smaller, more achievable goals can help you feel like progress is being made. Checking off **milestones** can feel extremely rewarding and encourage you to stay on track. Consequently, if your goal is **overzealous**, knowing that you have achieved part of it may be enough. By focusing on the journey, not the outcome, you may realize, as you are partway through your achievement, that completing every part of it is unnecessary.

4. Finally, when setting a goal, you might set tight deadlines. However, including a **buffer** period at the end of the deadline period allows you to deal with any unexpected delays that may arise. It is simplistic to **underestimate** factors that may disrupt your original plans, but setting aside extra time from the beginning can help you stay on track.

04 Ask a classmate to recommend strategies from the text for Exercise 1. In the organizer below, write the pros and cons of trying it.

Pros	Cons

1. Not wanting to hurt his feelings,

2. Having given her an earlier recommendation,

3. Used to failure,

4. Ana decided to contact her life coach,

5. Sean was going to try adding buffer time again,

6. Filled with pride,

a. looking for advice.

b. she decided not to give him advice.

c. she was close to giving up.

d. he decided to see if she would take it.

e. Maria told her counselor that his recommendations had worked.

f. having successfully tried it before.

06 Circle the correct option to complete each sentence.

1. **Starting** / **Started** / **Start** this year, Jose decided to get fit at the gym.

2. **Knowing** / **Known** / **Know** that it would be hard to stay on track, Delia created a calendar with deadlines to help her meet her goals.

3. **Having Confused** / **Confusing** / **Confused** by the conflicting advice, Jorge decided to wait before making a final decision.

4. **Hurting** / **Hurt** / **Having hurt** Celia's feelings, Constanza wanted to make it up to her.

5. **Read** / **Having read** / **Read** a book about setting goals, Luis felt confident advising his friends.

6. **Writing** / **Written** / **Having written** by a famous psychologist, the book gives many practical tips.

WHAT DO YOU WANT TO BE WHEN YOU GROW UP?

07 Write a blog post about a time when you had difficulty setting a goal and what you did to overcome it.

08 With a classmate, role-play being a life coach and a patient. Together, identify which technique will be the most helpful for goal setting. Use the language below to get you started.

Coach, recently I have had a hard time setting achievable goals. I always fail at them. What do you recommend?

You are not alone. Creating the right goals is challenging. Tell me about the first goal you tried to achieve.

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