Goals Paper

Due Date	**Submittal**
	Submit on Canvas by 8am on the due date.

Purpose

To help you understand how to write effective goals that can promote increased levels of motivation and provide focus to your efforts.

Instructions

Select 3 of your goals to complete this assignment. Two of your goals should be academic goals that can be completed this semester (either as a short-term or enabling goal). Your last goal can be a personal, academic, professional, athletic, or social goal. Your paper should include an introduction, appropriate transitions, a paragraph for each selected goal, and a conclusion. Paragraphs for each of the 3 goals should include the following information (see the document LastName.GoalsPaper.Example.pdf for an example of this assignment):

1. Include a goal statement so that it includes all 3 elements of a useful goal (specific and measurable, realistic and challenging, and a timeframe).
2. Identify whether the goal is a short-term, enabling, or long-term goal and describe why. Primarily the "why" description will refer to the time to achieve the goal if it is a short- or long-term goal. If it is an enabling goal, the "why" describes how it helps you achieve another long-term goal.
3. Provide at least 2 action steps on how you will achieve this goal. Be sure these steps are *concrete and specific*.
4. Describe at least 1 (maybe more) possible obstacles to achieving your goal and then include at least 2 possible strategies to overcoming those obstacles. These strategies are specific to overcoming this obstacle and are not the same as the 2 action steps listed in item 3.
5. Include a narrative statement about how your life will look when you reach your goal.
6. Describe 1 reason on why you deserve this goal.

Paper Requirements and Submittal

- Include both your name and UNIV 101 section number on each page.
- Format of the paper should be typed, double-spaced, 1-in margins, and 12-pt font.
- Save your document with the following file name: lastname.goalspaper.docx
- Submit your final paper on Canvas.

UNIV 101 UNIVERSITY COLLEGE

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Category	4 – 3.1 points	3 – 2.1 points	2 – 1.1 points	1 - 0 points	Points
Content	Three goals are included. Two goals are academic and are either short-term or enabling.	Three goals are included. Two goals are academic; however, one or both is not short-term or enabling.	Only 1 academic goal is included and/or only two goals total are included.	None of the goals are academic and/or only 1 goal is included.	
Goal Statement	All three elements of the goal are included and appropriate for all three goals.	Only two elements of the goal are included for one or more goals.	Only one element of the goal is included for one or more goals.	An explicit goal statement is not included.	
Type of Goal	Identifies each of the goals as either short-, long-term, or enabling. Explanation is clear and accurate.	Identifies only two goals as either short-, long-term, or enabling OR explanation is not very clear for each goal.	Identifies only one goal as either short-, long-term, or enabling OR the explanations are not included for each goal.	Does not identify any goals as either short-, long-term, or enabling.	
Action Steps	Describes 2 action steps for each goal that are concrete and specific (6 total).	Describes 2 action steps for each goal; however, some are not concrete and specific OR does not include 1 to 2 action steps.	Does not include 3 or 4 of the action steps.	Does not include any action steps.	
Obstacle and Strategies	For each goal, describes 1 obstacle and 2 strategies that are concrete and specific and different from the action steps.	For each goal, describes 1 obstacle and 2 strategies; however, some strategies are not concrete and specific OR 1 or 2 strategies are not different from the action steps.	Includes some obstacles and some strategies but is not complete.	Does not include any obstacles.	
Narrative Statement	A narrative statement is included for each goal that is reflective and appropriate.	Only two narrative statements are included.	Only one narrative statement is included.	Narrative statements are not included.	
Deserving Statement	"I deserve this goal because" statement is included for each goal that is reflective and appropriate.	Only two statements are included.	Only one statement is included.	"I deserve" statements are not included.	
Organization	Well-developed paper with a strong introduction and conclusion, and effective transitions.	Generally well organized with an adequate introduction and conclusion. Transitions are well managed.	Includes an introduction, conclusion, and transitions; however, they could be more effective.	Any or all of introduction, conclusion, and transitions are missing.	
Writing Conventions: Grammar/Spelling/ Usage/Punctuation	Paper is essentially error free.	The mechanical and usage errors do not interfere with meaning.	There are repeated weaknesses in mechanics and usage, a pattern of flaws.	Mechanical and usage errors are so severe that writer's ideas are hidden.	
Format	Paper follows all format requirements.	Paper does not follow at least 1 format requirement.	Paper does not follow at least 2 format requirements.	Paper is typed but does not follow any other format requirements.	
				Total Points =	
				Final Grade (Total Points/40) =	