



SKILLSROAD[®]

your career journey starts here

**Lesson 6: Sustained
Appropriate Focus**

LET'S TALK ABOUT YOUR FUTURE CAREER!

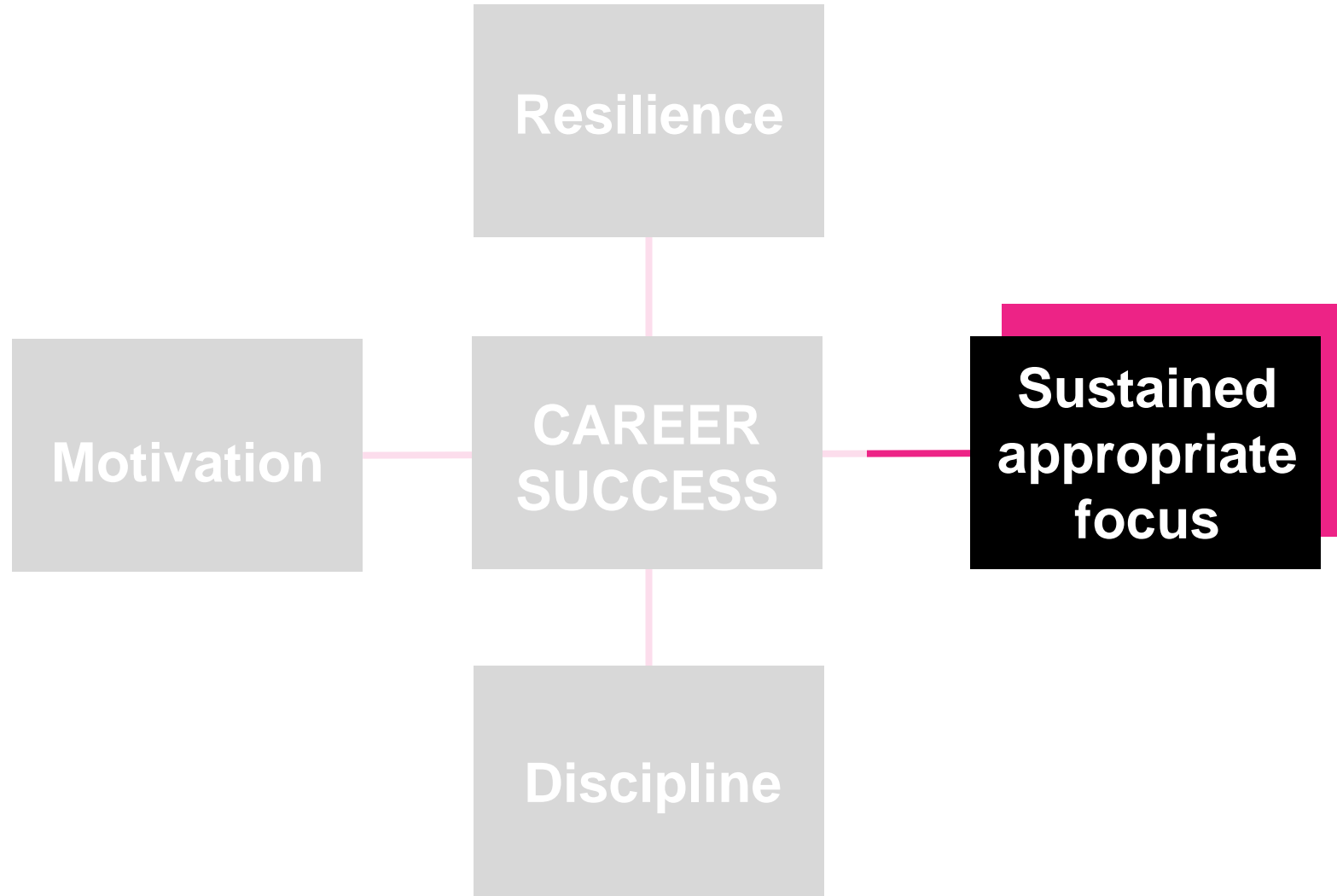


TODAY'S TOPIC: SUSTAINED APPROPRIATE FOCUS

TODAY'S PLAN:

- Maintaining focus on long-term goals
- Breaking down your goals
- Creating an action plan
- Discussion: How to hold yourself accountable





■ LET'S THINK FUTURE

Imagine your dream was to swim in the 100m freestyle at the Olympics... But to get there, you need to shave four seconds off your best time.

- How would you approach achieving this challenging long-term goal?
- How would you know where/when to start?
- How do you assess your progress along the way and monitor whether you're on track to achieve your goal?



HERE'S HOW AN AUSTRALIAN OLYMPIAN DID IT

Breaking it down

Two training sessions per day

x six days per week

x 50 weeks per year

= 2400 training sessions in the next four years

New short-term goals

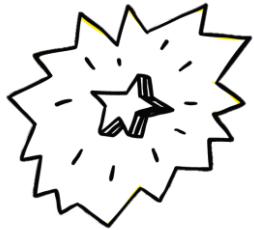
four seconds / 2400 training session

= 0.0017 seconds per training session

Outcome: shaved almost 4.1 seconds off his personal best!

**FOCUS ON THE
PROCESS, NOT
THE OUTCOME!**

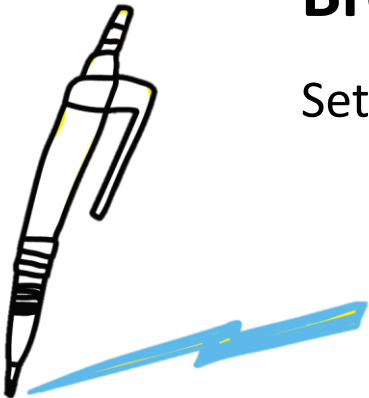
■ BREAKING DOWN YOUR GOALS



Think of a career-related goal

Example:

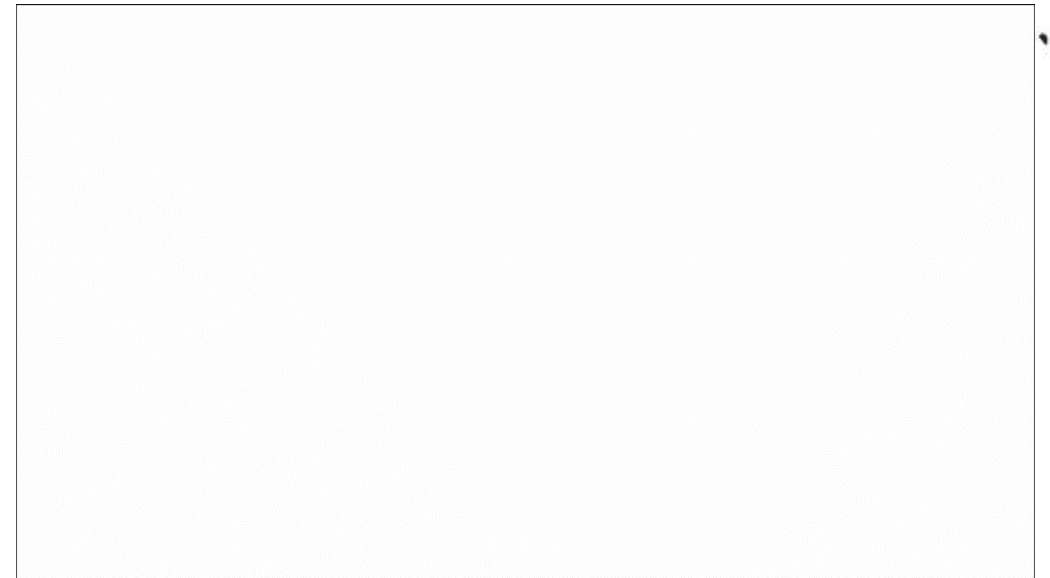
- My goal is to be a
- My goal is to study at university
- My goal is to achieve an ATAR score above



Break it down

Set a short-goal to be achieved within:

1. One day
2. One week
3. One month
4. One year
5. Etc...



■ ACTIVITY

Your goal as a class:

Find out who in the room has the most brothers

Go!



NOW WITH A PLAN

Your goal as a class:

Find out who in the room has the highest number of *sisters*

Your Plan:

1. Everyone stand up
2. Select a “Counter” to count up from 1
3. Sit down when the Counter says a number that is greater than the number of sisters you have
4. The last person/people left standing are the ones with the most sisters!



Go!

■ CREATING AN ACTION PLAN

- Your goals represent what you want to achieve but have you planned **how** you're going to successfully achieve these goals?
- If you're not 100% sure about what it will take to achieve a goal, do some research or ask someone who does know
- Write it down
 - make an **action plan**



**A GOAL
WITHOUT A PLAN
IS JUST A WISH**

ACTION PLAN EXAMPLE

Goal	To be achieved by	How I'm going to do it
To get a perfect mark for my favourite subject; Maths	End of this term	<ul style="list-style-type: none">- Complete all assigned homework- Minimum of 1 hour of maths' revision each night on top of set homework- Meet with maths teacher once a week to go over anything I don't fully understand- See a maths tutor for 1 hour each week



ACCOUNTABILITY



- Without accountability, it's all too easy to put this hard work off.
- How could you make yourself accountable for the goal you want to achieve by tomorrow?
- Make yourself accountable to others.
- Be accountable to yourself.



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