

Grand Lodge A.F. & A.M. of Canada  
In the Province of Ontario  
College of Freemasonry



## Learning Goals

To succeed in online learning, you need to set goals. Without goals there is no focus or direction. Goals provide you with a benchmark for determining whether or not you are succeeding. To accomplish your goals you need to know how to set them. Goal setting is a process that starts with careful consideration of what you want to achieve. There are some defined steps in setting learning goals. Knowing and using the steps will help you formulate goals that you can accomplish. The steps include:

**Set Goals that motivate you:** When you set goals for yourself, it is important that they motivate you: this means making sure they are important to you, and that there is value in achieving them. The goals you set should not be too easy but not too hard. Motivation is the key to achieving them.

**Tip:** To make sure your goal is motivating, write down **why** it's valuable and important to you. Ask yourself, if I were to share my goals with others, what would I tell them to convince them it is a worthwhile goal? (Sometimes it is wise to keep your goals to yourself and modified to suit the time and the needs. Be realistic.)

### Set SMART Goals:

- **Specific:** Your goals must clear and well defined. Remember, they show you the way.
- **Measurable:** Dates, times, and benchmarks so that you can measure your degree of success.
- **Attainable:** Make it possible to achieve the goals you set. Not too easy but not too hard.
- **Relevant:** Make your goals relevant to the direction you want your Masonic career to take
- **Time Bound:** Your goals must have a deadline.

**Set Goals in Writing:** The physical act of writing down a goal makes it real and tangible.

**Tip 1:** Frame the goal statement positively.

**Tip 2:** Put your goals in visible places, your study binder or near your computer screen.

**Make an Action Plan:** Plan all the steps that are needed along the way.

### Key Points:

Goal setting is more than simply saying you want something to happen.

Follow the five steps and you can set goals with confidence and enjoy the satisfaction knowing that you achieved what you set out to do.

**Stick With It!** Remember goal setting is an ongoing activity not just a means to an end. Build in reminders to keep you on track. Make sure relevance, value and necessity remain high.



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