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CAREER GROWTH AND EXPLORATION FEEDBACK

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Introduction



Career Growth and Exploration

Career Growth and Exploration was designed to help individuals make informed career and education decisions by providing insight into their personal interests and work preferences, and how they may be related to potential careers.

The assessment is based on Parson's Trait and Factor Theory of occupational choice which proposes that people are more productive, have higher levels of motivation and engagement in their work, and are ultimately more satisfied with their careers when they are matched to jobs that are best suited to their interests, work styles, and abilities.

This report provides a summary of your results on the Career Growth and Exploration assessments. It is important for you to note that these assessments only provide an approximate description of your personality, interests and abilities.

This report summarises your results across three broad areas:

- **Understanding Yourself:**

An understanding of yourself in terms of:

- your Career Interest Themes,
- your Personal Work Styles, and
- your Learning Preference.

- **Career Exploration:**

An understanding of careers and career paths terms of:

- knowledge of potential jobs,
- how various jobs match your profile, and
- what preparation is needed to pursue them.

- **Career Planning:**

A guided review of the relationship between potential career options and your personal preferences, interests, and abilities in terms of:

- identifying your career path and
- setting career goals.



Assessments

The following of assessments were used when generating this report. Some of the assessment results are compared against those of others to help determine where your preferences and abilities lie in relation to others.

Assessment	Comparison Group Name	Group Size
Perspectives (Personal Work Styles)	International Participants	2811
Horizons (Career Interest Themes)	No comparison group needed.	
Abstract Reasoning (Learning Preference)	International Participants	12768



With Thanks

This report utilises O*NET job databases. While the report extracts information about jobs from these databases, we recommend visiting for more in-depth and up-to-date information about the relevant jobs.



Find information about different occupations listed by O*NET at <https://www.onetonline.org/find/>

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Understanding Yourself

Understanding yourself is an essential part of making successful career decisions.

Use the information presented in this section to gain a better understanding of your preferences, interests and abilities. This section provides a breakdown of your results and guided self-reflection questions to help you explore what aspects of a job are important to you, and how well-suited you are to different jobs.

Results and self-reflection questions are presented in terms of:

- Your Career Interest Themes
- Your Personal Work Styles
- Your Learning Preference



Your Career Interest Themes

Career Interest Themes measure your interests under the following six broad themes:









Your top interests are determined by comparing your responses relative to one another.



Use your Career Interests Themes to help identify specific industries and/or academic paths to help you achieve your career goals.







When reading the profile, use the following questions to help determine which aspects of each career theme interest you.

Career Interest Themes Self-Reflection Questions

	What aspects of the typical work activities appeal to you?	What aspects of the typical paths appeal to you?	Based on the activities and paths you identified, what do you want to look for in a career?
 Realistic			
 Investigative			
 Artistic			
 Social			
 Enterprising			
 Conventional			

Career Interest Themes Profile

Your scores on each of the Career Interest Themes are presented below. The themes with the highest scores represent the type of work you are most likely to enjoy, and your theme code combines the first letters from your highest interest themes.

Theme	Level	Importance		
		Low	Moderate	High
 Realistic	Moderate	●●●●●●	●●●●●●●●	●●●●●●●●
 Investigative	Low	●●●●●●	●●●●●●●●	●●●●●●●●
 Artistic	Moderate	●●●●●●	●●●●●●●●	●●●●●●●●
 Social	Moderate High	●●●●●●	●●●●●●●●	●●●●●●●●
 Enterprising	High	●●●●●●	●●●●●●●●	●●●●●●●●
 Conventional	Moderate Low	●●●●●●	●●●●●●●●	●●●●●●●●







Your highest themes are:



Your theme code is **ESR**

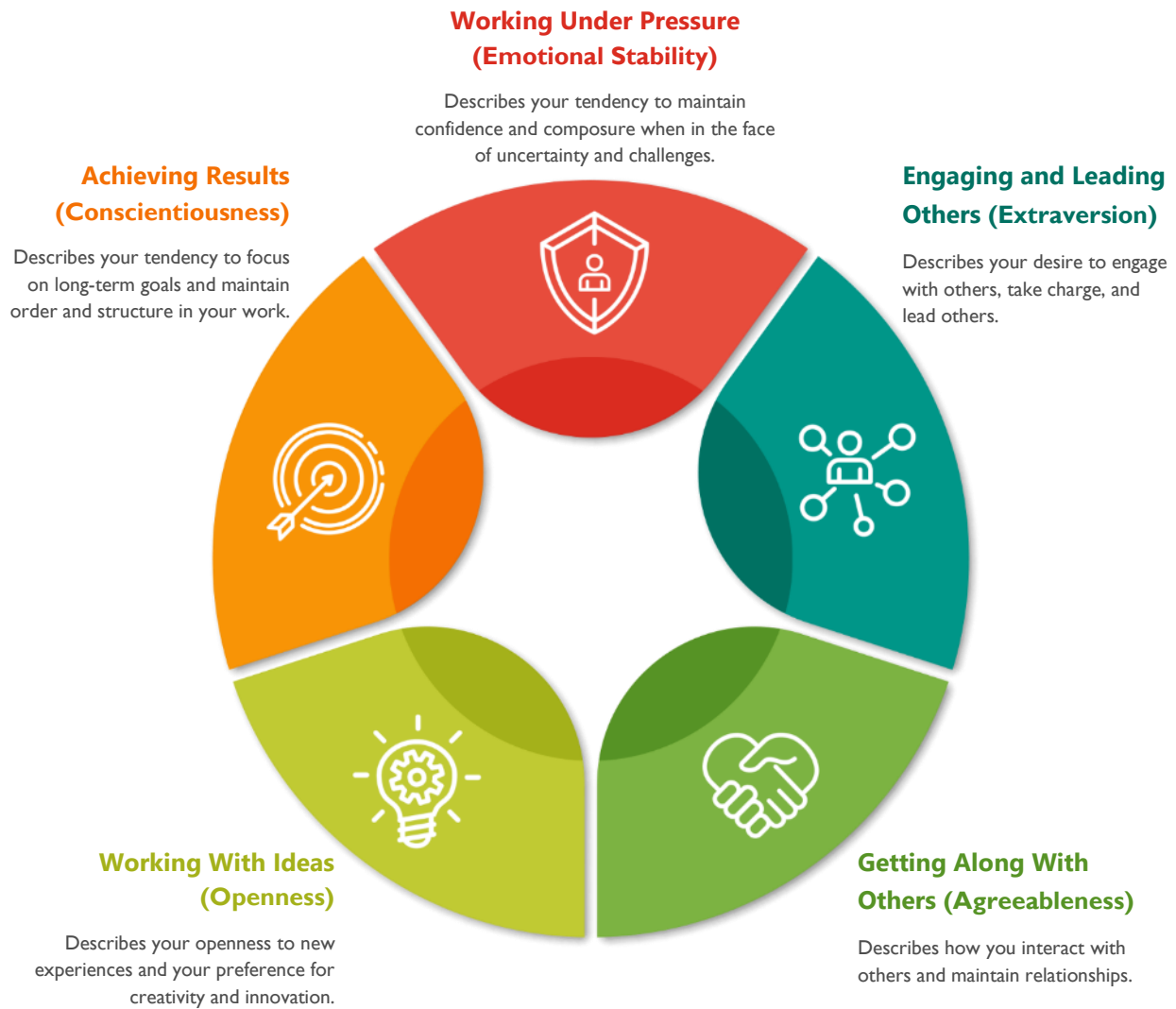
The following table lists typical work activities and academic or industry paths associated with each career theme.

Add a tick (✓) next to the descriptions that most apply to you. While some job recommendations may not be aligned with all of your career interest themes, there is still value in considering jobs that match some of your interests.

	Level	Typical Work Activities	Typical Paths
 Realistic	Moderate	<input type="checkbox"/> Operating equipment <input type="checkbox"/> Using tools <input type="checkbox"/> Building <input type="checkbox"/> Repairing	<input type="checkbox"/> Engineering and Technology <input type="checkbox"/> Building and Construction <input type="checkbox"/> Food, Agricultural, and Environmental Sciences <input type="checkbox"/> Defence and Security <input type="checkbox"/> Vocational Training
 Investigative	Low	<input type="checkbox"/> Performing lab work <input type="checkbox"/> Conducting research <input type="checkbox"/> Solving problems <input type="checkbox"/> Designing (Technical) <input type="checkbox"/> Coding or programming	<input type="checkbox"/> Biological Sciences <input type="checkbox"/> Computer Sciences <input type="checkbox"/> Economics <input type="checkbox"/> Engineering and Technology <input type="checkbox"/> Food, Agricultural, and Environmental Sciences <input type="checkbox"/> Mathematics <input type="checkbox"/> Physical Sciences <input type="checkbox"/> Social Policy, Sociology and Social Research
 Artistic	Moderate	<input type="checkbox"/> Composing <input type="checkbox"/> Performing <input type="checkbox"/> Writing <input type="checkbox"/> Creating visual art <input type="checkbox"/> Designing (Artistic)	<input type="checkbox"/> Arts and Communication <input type="checkbox"/> Culture and Language <input type="checkbox"/> Journalism <input type="checkbox"/> Design and Architecture <input type="checkbox"/> Education and Teaching <input type="checkbox"/> History and Human Studies <input type="checkbox"/> Marketing and Advertising <input type="checkbox"/> Vocational Training
 Social	Moderate High	<input type="checkbox"/> Teaching <input type="checkbox"/> Caring for people <input type="checkbox"/> Supporting people <input type="checkbox"/> Counselling <input type="checkbox"/> Mediating <input type="checkbox"/> Training	<input type="checkbox"/> Health and Rehabilitation <input type="checkbox"/> Medicine <input type="checkbox"/> Politics and International Relations <input type="checkbox"/> Public and Human Services <input type="checkbox"/> Psychology <input type="checkbox"/> Social Policy, Sociology and Social Research <input type="checkbox"/> Education and Teaching
 Enterprising	High	<input type="checkbox"/> Selling <input type="checkbox"/> Managing <input type="checkbox"/> Persuading <input type="checkbox"/> Marketing	<input type="checkbox"/> Business and Management <input type="checkbox"/> Banking and Finance <input type="checkbox"/> Journalism <input type="checkbox"/> Law <input type="checkbox"/> Marketing and Advertising
 Conventional	Moderate Low	<input type="checkbox"/> Setting up procedures <input type="checkbox"/> Organising <input type="checkbox"/> Keeping records	<input type="checkbox"/> Business and Management <input type="checkbox"/> Education and Teaching <input type="checkbox"/> Finance and Accounting <input type="checkbox"/> Public and Human Services <input type="checkbox"/> Vocational Training

Your Personal Work Styles

Your Personal Work Styles describe your work preferences in terms of the following five areas:



You personal work styles can help you identify the aspects of a job that match your preferences.



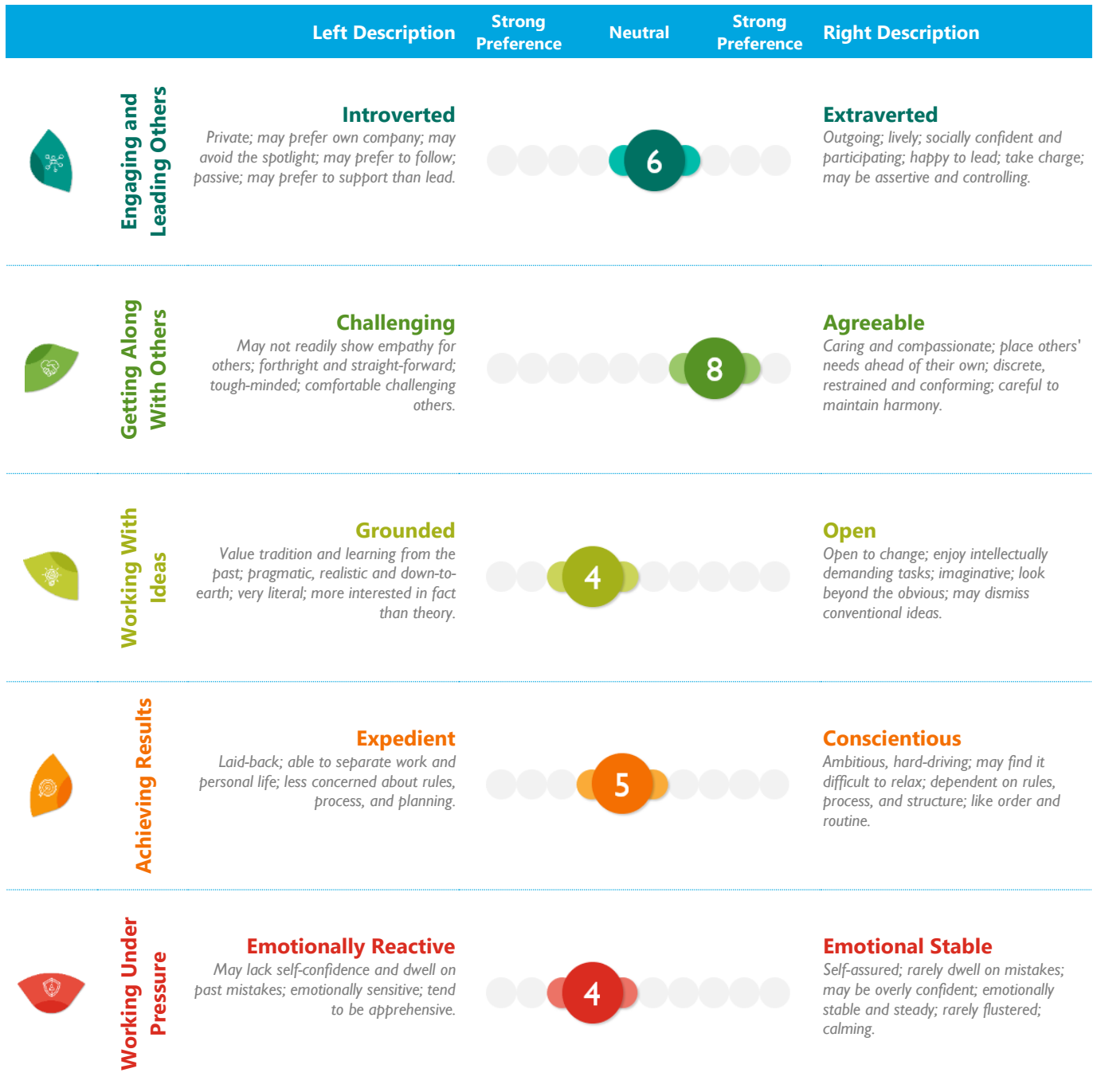
Use the following questions to help determine Work Style Preferences apply to you and what is most relevant to your career.

Personal Work Styles Self-Reflection Questions

Work Style	What 'things you may enjoy more' apply to you?	What 'things you may enjoy less' apply to you?	Based on the preferences you identified, what do you want to look for in a career?
 Engaging and Leading Others			
 Getting Along With Others			
 Working With Ideas			
 Achieving Results			
 Working Under Pressure			

Personal Work Styles Profile

The following profile chart summarises your Personal Work Styles scores. Scores are described on a 10-point scale. As a guide, scores of 1 to 3 indicate a strong preference for the left side of the scale, while scores of 5 to 6 indicate a neutral preference for either end of the scale. Scores of 8 to 10 indicate a strong preference for the right side of the scale.



The following descriptions are based on your Personal Work Styles profile. There is no perfect profile and it's important to understand that these descriptions reflect your preferences only and not your skills.

Add a tick (✓) next to the descriptions that apply to you when answering the self-reflection questions. While some job recommendations may not be aligned with your work style preferences, you can work to develop skills in these areas.

Things You May Enjoy More

Things You May Enjoy Less

Engaging and Leading Others



- You are likely to appreciate an environment that offers scope for social interaction.
- You are likely to assert your views, while still being receptive to others' contributions.

- You may dislike working on your own for an extended period of time.
- You may selectively choose when to step up and take charge or when to follow.

Getting Along With Others



- You are more likely than others to try and look at an issue from someone else's perspective.
- Keeping your relationships intact looks to be reasonably important to you.

- You may sometimes put the feelings of others above your own needs.
- You may hold back, rather than deliver tough feedback.

Working With Ideas



- You should be reasonably adept at making decisions that combine what has worked well in the past and future considerations.
- You profile as being a very down-to-earth person and are likely to adopt a practical approach to problem-solving.

- While generally comfortable with change, you may feel some discomfort in rapidly changing environments.
- You may need to pull back from becoming too concrete or literal in your thinking.

Achieving Results



- You are likely to be meticulous in your approach to work.
- You should be mindful of the goals you want to achieve, without needing to strive for them at all costs.

- You may be inflexible in response to sudden change.
- You may sometimes underestimate what needs to be done to deliver results on time.

Working Under Pressure



- You are likely to sell your strengths and skill areas more modestly than others.
- You are likely to manage your frustrations and emotions as well as most people.


- You may be more self-doubting than the average person.
- You may struggle keeping your emotions in check when under prolonged pressure.

Your Learning Preference

In this section of the report we explore your ability and preference to learn. This is important for career guidance because it influences how quickly somebody can learn, how readily they can adapt, how easily they can understand, and how adeptly they can solve novel problems. Understanding your preference for learning can help guide the types of activities you seek in a job and the nature of the learning and development you take part in. A measure of your Learning Preference has been calculated from the abstract reasoning exercise you completed.

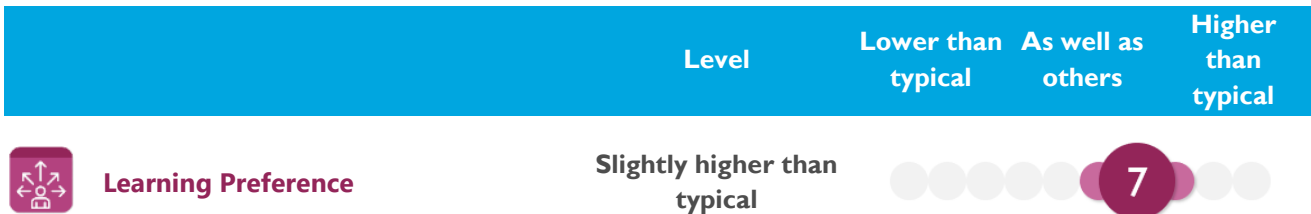
Use the following questions to help determine which aspects of work interest you based on your Learning Preference.

Learning Preference Self-Reflection Questions

	What aspects of your profile description apply to you?	What aspects of the typical work activities appeal to you?	Based on the activities you identified, what do you want to look for in a career?
 <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Learning Preference</p>			


Learning Preference Profile

Your score on the abstract reasoning test is presented below. Scores are described on a 10-point scale. As a guide, scores of 1 to 3 indicate a below the typical ability compared to others, while scores of 5 to 6 indicate an average ability. Scores of 8 to 10 indicate a higher than typical ability.



The following table lists typical work activities associated with each ability.

Add a tick (✓) next to the typical work activity descriptions that apply to you. While some job recommendations may not be aligned with your level, you can work to develop skills in these areas.

	Your Profile	Typical High Preference Activities
 Learning Preference	<input type="checkbox"/> Your abstract reasoning result shows that you have performed in the somewhat above average range when compared to others from the general population. This suggests that you should have a high level of natural ability and should be reasonably quick to grasp new learning.	<input type="checkbox"/> Learning new concepts. <input type="checkbox"/> Solving problems. <input type="checkbox"/> Analytical thinking. <input type="checkbox"/> Conducting research and analysis. <input type="checkbox"/> Interpreting data. <input type="checkbox"/> Communicating and articulating complex issues.

Career Exploration

The following section provides a summary of the types of jobs that are likely to suit you.

The information is based on an assessment of your Career Interest Themes, Personal Work Styles and Learning Preference.

These job suggestions can be helpful when trying to figure out what you want to do in the future and what preparation is needed to achieve your goals.

Things to keep in mind...

- Research the tasks and activities associated with each job and how they are aligned with your interests and preferences.
- Feel free to add jobs to the list in the spaces provided. You should include anything that interests you in your research.
- Find out about the industries and the training or academic paths needed to obtain a career in the area that interests you.
- Explore job trends to find out if the jobs you identified for yourself will be needed in the future and what impact that may have on your career.
- Remember that the suggested occupations on the lists in this section are just a small sample of the many jobs you could consider in similar areas. Use this as a starting point for you to begin your research.

To help your interpretation, this report provides a description of each job along with the job's theme code, the level of preparation required (Job Zone), and typical career path or industry associated with that job.

We recommend you review the job list with a career guidance counsellor who will be able to share more information about the suggested jobs and how they may be suited to your preferences and skills. Additionally, more information is available at:

<https://www.onetonline.org/find/>



The following information is presented for each job suggestion:

Description Use the job descriptions to gain an understanding of the role and some of the common tasks associated with it. You can use this information to explore your work styles and interests more meaningfully.

Theme Code The theme codes associated with each job refers to the Career Interest Themes most commonly associated with people who are employed in that job. You can use this information to determine if the job is aligned with your general interests.

Path Path refers to the industry or discipline commonly associated with the job. You can use this information to explore if the path is aligned with the education paths and industries you are interested in.

Job Zones Jobs Zones describe the level of preparation required of a job in terms of education, experience and job training. You can use this information to determine if the job is aligned with your abilities and educational and training aspirations.

	Typical Education	Typical Experience	Typical Job Training
5 Extensive Preparation Needed	Most of these occupations require post-graduate degrees.	Extensive skill, knowledge, and experience are required.	Several years of work-related experience, and/or training.
4 Considerable Preparation Needed	Four-year bachelor's degree, but some do not.	A considerable amount of work-related skill, knowledge, or experience is required.	Several years of on-the-job training, and/or vocational training.
3 Medium Preparation Needed	Two-year tertiary degree, or, on-the-job experience.	Previous work-related skill, knowledge, or experience is required.	One or two years of training.
2 Some Preparation Needed	Secondary school education or equivalent.	Some previous work-related skill, knowledge, or experience.	A few months to one year of working with experienced employees.
1 Little or No Preparation Needed	No secondary school education or equivalent.	Little or no previous work- experience.	A few days to a few months of training.



Enterprising

Attracted to activities that involve taking action, you are likely to be motivated to choose a career that will enable you to make decisions and demonstrate leadership. You may also wish to consider careers that involve influencing others in one way or another. This could include professions such as sales, law or even politics. In addition to this, you can combine this interest area with others. For example, if you also have an interest in artistic work areas, then you might be interested in jobs such as talent management or media production.

Jobs With Considerable to Extensive Preparation Needed

Job Code	Title	Theme Code	Path	Job Zone
13-2021.02	Valuer	ECR	Property Services	4
Description: Valuers assess the value of real estate or personal property such as art and jewellery, for sales, rentals, mortgages, insurance or rates.				
11-9081.00	Hotel/Motel Manager	ECS	Hospitality	4
Description: Hotel/motel managers plan, organise and control the operation of a hotel, motel or hostel, including management of staff.				
13-1121.00	Event Manager	ECS	Hospitality	4
Description: Event managers plan, organise, promote and run events, conferences and functions for a variety of organisations, communities, groups and individuals.				
41-3021.00	Insurance Agent	ECS	Finance	4
Description: Insurance agents advise on insurance and sell insurance to clients.				
11-9141.00	Property Manager	EC	Property Services	4
Description: Property managers look after the daily running of residential and commercial properties.				
11-3031.02	Finance Manager	EC	Finance	4
Description: Finance managers manage the financial risks, financial planning and daily running of an organisation.				
11-3051.00	Production Manager	EC	Manufacturing	4
Description: Production managers organise and control the production process in a factory. They ensure that products are made to the right specifications and are ready on time and within budget.				
11-9111.00	Health Services Manager	ECS	Health	5
Description: Health services managers are responsible for the day-to-day running of a hospital, primary health organisation (PHO), clinic or community health service.				

Jobs With Medium Preparation Needed

Job Code	Title	Theme Code	Path	Job Zone
39-5094.00	Beauty Therapist	ESR	Hair and Beauty	3
Description: Beauty therapists provide beauty treatments for the face, body and nails, such as facials, appearance medicine, laser hair removal and nail painting.				
53-2031.00	Flight Attendant	ESC	Transport and Logistics	3
Description: Flight attendants make sure that passengers travelling in aeroplanes are safe and comfortable.				
39-4031.00	Funeral Director/Embalmer	ESC	Community Services	3
Description: Funeral directors/embalmers organise and direct funerals, register deaths, and prepare human bodies for visits by families, and burial or cremation.				
55-3011.00	Air Force Airman/Airwoman	ESC	Defence	3
Description: Air Force airmen/airwomen defend their country, keep the peace and provide disaster relief.				
35-1011.00	Chef	EAR	Hospitality	3
Description: Chefs prepare and cook food in restaurants, hotels, cafes and bars.				
13-1022.00	Buyer	EC	Retail	3
Description: Buyers purchase goods to sell in warehouses, shops or department stores.				

Jobs With No to Some Preparation Needed

Job Code	Title	Theme Code	Path	Job Zone
41-2031.00	Retail Sales Assistant	EC	Retail	2
Description: Retail sales assistants help customers pick out goods, and collect payment for purchases.				
35-3022.01	Barista	ECR	Hospitality	1
Description: Baristas prepare and serve coffee and other hot beverages to cafe, coffee shop or restaurant customers.				
41-1011.00	Retail Manager	ECS	Retail	2
Description: Retail managers organise and manage the running of retail stores.				



Social

Your profile suggests that you have a strong interest in people and their welfare. As a result, you are likely to be interested in jobs that offer opportunities to work with groups or individuals in jobs such as counselling, health care, public service or education may be of interest to you. In addition to this, you can combine this interest area with others. For example, if you also have an interest in biology and science, then you might be interested in jobs in the medical profession.

Jobs With Considerable to Extensive Preparation Needed

Job Code	Title	Theme Code	Path	Job Zone
39-9032.00	Outdoor Recreation Guide/Instructor	SEA	Sport and Recreation	4
Description: Outdoor recreation guides and instructors teach or guide outdoor activities such as rafting, kayaking, canyoning, skiing, hunting, climbing, caving and mountain biking.				
39-9032.00	Recreation Co-ordinator	SEA	Sport and Recreation	4
Description: Recreation co-ordinators plan and run community leisure, before and after-school and sport programmes at venues such as recreation centres, parks, clubs and schools.				
27-2022.00	Sports Coach/Official	SRE	Sport and Recreation	4
Description: Sports coaches/officials coach and instruct athletes, and are the officials in charge of sporting events.				
11-9161.00	Emergency Management Officer	SE	Government	4
Description: Emergency management officers plan for and respond to emergencies such as earthquakes and weather events. They also train communities to prepare for disasters.				
25-9021.00	Agricultural/Horticultural Consultant	SRE	Agriculture and Horticulture	5
Description: Agricultural/horticultural consultants provide professional advice to farmers and growers on how to improve the profitability, efficiency and sustainability of their farm management systems. They also help to develop business and financial plans.				
21-1021.00	Youth Worker	SE	Community Services	4
Description: Youth workers support young people to improve their health, education, training and employment opportunities.				
25-3011.00	Teacher of English to Speakers of Other Languages (ESOL)	SAE	Education	4
Description: Teachers of English to speakers of other languages (ESOL teachers) teach people from non-English speaking backgrounds how to speak, read and write in English.				
25-2031.00	Secondary School Teacher	SAE	Education	4
Description: Secondary school teachers plan, prepare and teach one or more subjects to students of about 13 to 18 years of age.				

Jobs With Medium Preparation Needed

Job Code	Title	Theme Code	Path	Job Zone
39-7011.00	Tour Guide	SE	Tourism	3
Description: Tour guides escort people on sightseeing, educational or other tours, and describe points of interest.				
39-9031.00	Personal Trainer/Fitness Instructor	SRE	Sport and Recreation	3
Description: Personal trainers/fitness instructors help people improve their general fitness or train for special events through individual programmes or classes.				
39-9011.01	Nanny/Child Carer	SAE	Education	3
Description: Nannies/child carers are responsible for the care, wellbeing and education of infants, toddlers and children in the home.				
25-2011.00	Early Childhood Teacher	SA	Education	3
Description: Early childhood teachers educate and care for young children in kindergartens, kōhanga reo or childcare centres. Kōhanga reo kaiako also help children learn te reo Māori and tikanga Māori (culture and customs).				
29-2021.00	Oral Health Therapist	SRC	Health	3
Description: Oral health therapists provide dental care to patients, which includes treating gum disease and teaching people how to care for their teeth and gums. They may refer clients to dentists for more specialised dental treatment.				

Jobs With No to Some Preparation Needed

Job Code	Title	Theme Code	Path	Job Zone
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There aren't enough jobs at this level. Consider jobs at other levels and the paths required to reach them.



Realistic

You show some interest in practical, realistic, and hands-on activities. You are likely to be fairly motivated by doing things or making things, and you may value practical things you can see, touch and use. As such, you may wish to choose a career that will enable you to work with your hands, tools or machines. Jobs that allow you to work outdoors may also be of interest to you and, depending on your physical strength and abilities, you may be attracted to work that requires physical challenge or endurance.

Jobs With Considerable to Extensive Preparation Needed

Job Code	Title	Theme Code	Path	Job Zone
19-1032.00	Forest Manager	RIE	Forestry	4
Description: Forest managers plan and direct the planting, growth, harvesting and protection of forests meant for wood production.				
29-1071.01	Anaesthetic Technician	RSI	Health	5
Description: Anaesthetic technicians assist anaesthetists, and prepare operating theatres and clinics for anaesthetic procedures.				
15-1152.00	Information Technology Helpdesk/Support Technician	REC	Information Technology	4
Description: Information technology (IT) helpdesk/support technicians set up computer and other IT equipment and help prevent, identify and fix problems with IT hardware and software.				
53-2011.00	Flying Instructor	RCI	Transport and Logistics	4
Description: Flying instructors teach people how to fly aeroplanes, helicopters or other aircraft.				

Jobs With Medium Preparation Needed

Job Code	Title	Theme Code	Path	Job Zone
33-2011.00	Firefighter	RSE	Public Order and Safety	3
Description: Firefighters control and put out fires, help rescue people and animals and educate the public about fire safety and fire prevention.				
33-3051.01	Police Officer	REC	Public Order and Safety	3
Description: Police officers work to prevent and solve crime, keep the peace, and respond to criminal activities and emergencies.				
17-3031.01	Survey Technician	RC	Architecture, Technical Design and Mapping	3
Description: Survey technicians collect, record, and evaluate geographical information and prepare databases, maps, charts and plans.				
51-6052.00	Tailor/Dressmaker	RAE	Retail	3
Description: Tailors/dressmakers design, make, alter and repair clothing.				
29-2034.00	Medical Radiation Technologist	RS	Health	3
Description: Medical radiation technologists use x-ray and other imaging equipment to take images of injuries and diseases.				
55-1019.00	Air Force Officer	RC	Defence	3
Description: Air force officers train Air Force troops, manage field exercises and lead troops in combat, peacekeeping missions and disaster relief.				
55-1016.00	Army Officer	RC	Defence	3
Description: Army officers train army soldiers, manage field exercises and lead soldiers in combat, peacekeeping missions and disaster relief.				
55-1019.00	Navy Officer	RC	Defence	3
Description: Navy officers train navy sailors, manage field exercises and lead sailors in combat, peacekeeping missions, border patrols and disaster relief.				

Jobs With No to Some Preparation Needed

Job Code	Title	Theme Code	Path	Job Zone
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There aren't enough jobs at this level. Consider jobs at other levels and the paths required to reach them.

Career Planning

Use the information and worksheets provided in this section to help identify your career goals, prioritise them, and develop a personal development plan to reach your career goals.

We recommend working with a career guidance counsellor in developing and reviewing your goals and plans.



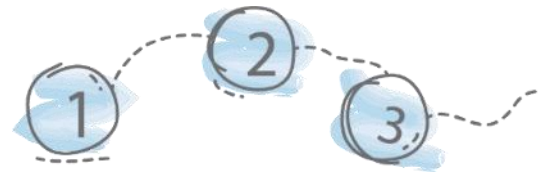
Identify Your Career Path

Select the jobs you are most interested in from your career exploration and then complete the worksheet below. This worksheet will help determine which career path you want to focus on when setting your goals.

	Option 1	Option 2	Option 3	Option 4
Job Title				
What employment opportunities are there in this area?				
Are you happy with the financial rewards provided by a career in this area?				
How well does the job fit your desired lifestyle?				
How well does the job fit your interests?				
How well does the job fit with your parent's expectations?				
How well does the job fit your work styles?				
What education or training is needed?				
What paths are available for you to pursue education or training?				
Are you interested in pursuing education or training in those areas?				
Could you spend time with someone who works or studies in this area to see what it's like?				

Set Smart Goals

Once you have identified your target career path, you should be ready to set specific goals that will help achieve your objectives. When setting your goals, use S.M.A.R.T objectives.



Your goals should be...

-
- | | |
|------------------------|---|
| Specific | Clearly convey what you want to accomplish by specifying desired future outcomes. |
| Measurable | Describe how your goals will be measured and how you will know when they have been achieved. |
| Action-oriented | List the actions you need to take to achieve your goal. Use action verbs such as research, create, design, apply, etc. in your description. |
| Realistic | Be realistic about what you can achieve. While it's important to set goals that challenge you, make sure you give yourself enough time and resources to achieve them. |
| Time-bound | Set a specific timeframe for achieving your goals with beginning and end dates. This will help you review progress and make sure you are on track. |
-

Use the following worksheet to log your goals.

Setting SMART Goals

Specific

Describe your goals.

Measurable

How will measure the achievement of your goals?

Action-oriented

What are the actions you need to take to achieve your goals?

Realistic

What resources and time will you need to achieve your goals?

Time-bound

What are your goals' start and end dates?