



کراچی یونیورسٹی

*University of Karachi*

**Department of Mathematics**

## The Professional Skills Development Seminar Series

Third Seminar: **Goal Setting** by  
Prof. Dr. Syed Arif Kamal , Professor and Chairman  
[Department of Mathematics, University of Karachi,](#)  
Karachi, Pakistan

Thursday, March 30, 2006

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| <ul style="list-style-type: none"><li>➤ <b>Prolog</b></li><li>• Know the definition of “goal”</li><li>• Importance of setting goals</li><li>➤ <b>Basics</b></li><li>• Vision</li><li>• Mission</li><li>• Goal</li><li>• Hierarchy of goals</li><li>• Anatomy of goal</li><li>• Power of choice</li><li>• Rights and responsibilities</li><li>• Making everything count</li><li>• Murphy’s law</li></ul> | <ul style="list-style-type: none"><li>➤ <b>Goal Setting</b></li><li>• Goals and core processes</li><li>• Identify opportunities</li><li>• Write SMART goal statements</li><li>• Develop goals</li><li>• Formulate action plan</li><li>➤ <b>Goal Achievement</b></li><li>• Implement plan</li><li>• Monitor action plan</li><li>• Revise action plan</li><li>➤ <b>Epilog</b></li><li>• Personal, family and professional goals</li><li>• Life-history essay</li></ul> |
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### *References:*

Blair GB, *Goal Setting 101: An Easy, Step-by-Step Guide for Setting and Achieving a Goal*, Blair Publishing House, Tampa, FL., United States, 2000

Rouillard LA, *Goals and Goals Setting: Achieving Measured Objectives*, 3<sup>rd</sup> Edition, Crisp Learning, Menlo Park, Ca., United States, 2002

Next Seminar: **Time Management** by the same presenter  
Thursday, September 14, 2006 (1145h) Room No. 24

Web address of this document: <https://www.ngds-ku.org/Professional/Notes03.pdf>

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