

Module 4 BUILDING SELF-ESTEEM FOR ALL FAMILY MEMBERS
Session a Belonging and Self-worth
Session b Family Support and Encouragement

Handout Mod 4 A
Strengths and Limitations

Strengths

Caring

Empathetic

Responsible

Honest

Stand up for their beliefs

Set goals

Make decisions based on all the facts

Non violent

Not prejudiced

Good self-image

Purpose to life

Optimistic

Appreciate education

Use time wisely

Set boundaries

Involved

Support others

Limitations

self- centered

uncaring

irresponsible

not trustworthy

follower instead of leader

lack goals

lack direction

violent

prejudiced

find fault with everyone

lack purpose

pessimistic

quit school

waste time

have no limits

selfish

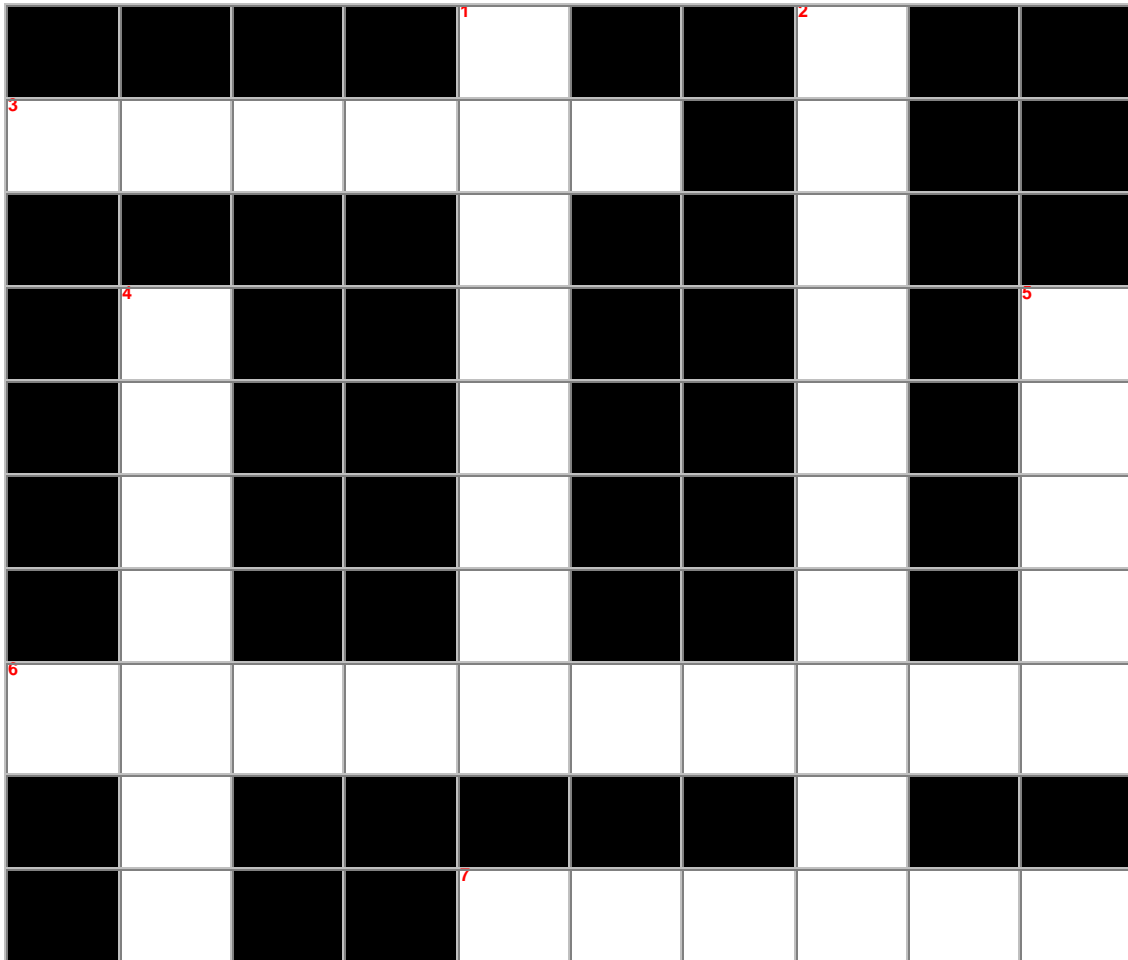
care only about
themselves

Limitations can become strengths and strengths can become limitations. Examples
A young man who grows up in an abusive alcoholic home decides to become a better parent than his own were. This is an example of a limitation that becomes a strength.

A person who is a wonderful cook often becomes overweight; this is an example of a strength that becomes a limitation.

Module 4 A
Crossword Puzzle

Mod 4 Lesson A



ACROSS

- 3) To show affection for nurture
- 6) Limits
- 7) Truthful

DOWN

- 1) To be active in
- 2) Encouraging
- 4) Reason for
- 5) Purpose to which one is directed

Module 4 A
Crossword Puzzle Solution

Mod 4 Lesson A

				I			S			
5	C	A	R	I	N	G	U			
				V			P			
	4	P			O		P		5	
		U			L		O		O	
		R			V		R		A	
		P			E		T		L	
6	B	O	U	N	D	A	R	I	E	S
		S					V			
		E			H	O	N	E	S	T

ACROSS

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Module 4B

Handout – Goal Setting

Goal-A purpose or an accomplishment/objective, the reason for which something is done

Short-term goal-to achieve the GED

Long-term goal- you need the GED to go to college and get a degree

Setting Goals Effectively

The way in which you set goal strongly affects their effectiveness.

The following broad guidelines apply to setting effective goals:

- Positive Statement: express your goals positively: 'Execute this technique well' is a much better goal than 'don't make this stupid mistake'
- Be Precise: if you set a precise goal, putting in dates, times and amounts so that achievement can be measured, then you know the exact goal to be achieved, and can take complete satisfaction from having completely achieved it.
- Set Priorities: where you have several goals, give each a priority. This helps you to avoid feeling overwhelmed by too many goals, and helps to direct your attention to the most important ones.
- Write goals down to avoid confusion and give them more force.
- Keep Operational Goals Small: Keep the goals you are working towards immediately (i.e. in this session) small and achievable. If a goal is too large, then it can seem that you are not making progress towards it. Keeping goals small and incremental gives more opportunities for reward. Today's goals should be derived from larger goals.

Important Points

You should note a number of general principles about goal setting:

Set Performance, not Outcome Goals

This is *very* important. You should take care to set goals over which you have as much control as possible - there is nothing as dispiriting as failing to achieve a personal goal for reasons beyond your control such as bad business environments, poor judging, bad weather, injury, or just plain bad luck. Goals based on outcomes are extremely vulnerable to failure because of things beyond your control.

If you base your goals on personal performance or skills or knowledge to be acquired, then you can keep control over the achievement of your goals and draw satisfaction from them. For example, you might achieve a personal best time in a race, but still be disqualified as a result of a poor judging decision. If you had set an outcome goal of being in the top three, then this will be a defeat. If you set a performance goal of achieving a particular time, then you will have achieved the goal and can draw satisfaction and self-confidence from its achievement.

Another flaw is where outcome goals are based on the rewards of achieving something, whether these are financial or are based on the recognition of colleagues. In early stages these will be highly motivating factors, however as they are achieved, the benefits of further achievement at the same level reduce. You will become progressively less motivated.

Set Specific Goals

Set specific measurable goals. If you achieve all conditions of a measurable goal, then you can be confident and comfortable in its achievement. If you consistently fail to meet a measurable goal, then you can adjust it or analyze the reason for failure and take appropriate action to improve skills.

Set Realistic Goals

Goals may be set unrealistically high for the following reasons:

- Other people: Other people (parents, media, society) can set unrealistic goals for you, based on what they want. Often this will be done in ignorance of your goals, desires and ambitions.
- Insufficient information: If you do not have a clear, realistic understanding of what you are trying to achieve and of the skills and knowledge to be mastered, it is difficult to set effective and realistic goals.
- Always expecting your best performance: Many people base their goals on their best performance, however long ago that was. This ignores the inevitable backsliding that can occur for good reasons, and ignores the factors that led to that best performance. It is better to set goals that raise your average performance and make it more consistent.
- Lack of respect for self: If you do not respect your right to rest, relaxation and pleasure in life then you risk burnout.

Setting Goals Too Low

Alternatively goals can be set too low because of:

- Fear of failure: If you are frightened of failure you will not take the risks needed for optimum performance. As you apply goal setting and see the achievement of goals, your self-confidence should increase, helping you to take bigger risks. Know that failure is a positive thing: it shows you areas where you can improve your skills and performance.
- Taking it too easy: It is easy to take the reasons for not setting goals unrealistically high as an excuse to set them too low. If you're not prepared to stretch yourself and work hard, then you are extremely unlikely to achieve anything of any real worth.

Setting Goals at the Right Level

Setting goals at the correct level is a skill that is acquired by practice.

You should set goals so that they are slightly out of your immediate grasp, but not so far that there is no hope of achieving them: no-one will put serious effort into achieving a

goal that they believe is unrealistic. However, remember that the belief that a goal is unrealistic may be incorrect. Such a belief can be changed by effective use of imagery.

Personal factors such as tiredness, other commitments and the need for rest, etc. should be taken into account when goals are set.

Now review the goals you have set, and then measure them against the points above. Adjust them to meet the recommendations and then review them. You should now be able to see the importance of setting goals effectively.

Thinking a goal through

When you are thinking about how to achieve goals, asking the following questions can help you to focus on the sub-goals that lead to their achievement:

- What skills do I need to achieve this?
- What information and knowledge do I need?
- What help, assistance, or collaboration do I need?
- What resources do I need?
- What can block progress?
- Am I making any assumptions?
- Is there a better way of doing things?

What is an example of a short term goal?

What is an example of a long term goal?