

Motivation and Goal Setting

Motivation is the desire to act and move toward a goal. It's the difference between waking at dawn to pound the pavement and laying on the couch all day watching Television. Motivation can be extrinsic, meaning a person is inspired by outside forces or people or it can be intrinsic, where inspiration comes from within one's self; and, Research has shown that people have the ability to influence their own levels of motivation.

How to Set Goals

The first step to encourage motivation and achieve goals is to set effective goals.

A few strategies can help:

- Think about why you're setting the goal and what you want to change. Identifying the importance of the goal can focus your attention and strengthen the motivation to accomplish it.
- Assess the level of difficulty. If the goal is too hard, you might be too intimidated to begin. If the goal is too easy, you might be too bored to finish. The optimal goal presents a challenge but one that's attainable.
- Divide the main goal into a series of small, specific, measurable tasks. Smaller goals are easier to accomplish, and checking each one off the list may energize you to keep going. Making items measurable also allows you to recognize and celebrate when each one is finished and then move on to the next step.
- Create a plan to accomplish each small goal.



How to Achieve Goals

Regularly working toward a goal is a crucial step toward accomplishing it. As you are working towards your goal consider:

- Scheduling time to work on the goal every day or every few days. This is important in converting the goal to routine. Humans are creatures of habit, and once an activity is embedded in daily life, it often remains deeply rooted.
- If motivation is lacking try changing your location or working style. This can help reignite creativity and enthusiasm.
- Don't forget to record your goals or accomplishments and celebrate small achievements.
- If you still have trouble, explore the barriers standing in your way. Perhaps you need to adjust your time frame or resolve an underlying emotional issue. Continuing to pursue your goals, despite the setbacks, can instill a sense of confidence.
- Other helpful tips include ensuring adequate rest and exercising regularly to boost energy and clarity.

Article modified from <https://www.psychologytoday.com/us/basics/motivation>

HOW TO USE YOUR EAP:

ERC is your company's Employee Assistance Program (EAP). For additional information, visit our website www.ERCincorp.com or simply call 1-800-222-8590.