

COURSE OVERVIEW

Effective Goal Setting

TIPTM-101

This essential course helps managers set meaningful goals that drive performance and engagement. It explores how SMART, CLEAR, and MAP frameworks help individuals understand expectations, measure progress, and feel recognised for their contributions.

Whether giving feedback, launching projects, or conducting appraisals, learners will gain practical tools to align goals with organisational success and foster a sense of purpose across teams.

Module 1: Effective Goal Setting

Practical goal setting provides clarity, direction, and measurable targets, helping individuals and teams stay focused, motivated, and aligned with business objectives.

- Importance of working together
- Cascading objectives
- Setting Goals
- SMART and CLEAR goals
- Goals that MAP
- Stretch Goals

Suitable for:

All Managers, Team Leaders, Supervisors, HR Professionals and Strategic Decision makers. Anyone looking for career progression or a career change.

Skills achieved:

- Goal Setting (Basic)

Related Resources:

- Work-related stress Assessment
- Stress Reduction Assessment
- Performance Checklist
- Performance Improvement Plan Checklist

Benefits:

The Delegate will receive a Total Quality Assured (TQA) certificate of achievement upon successful completion.

Estimated Time:

25 Minutes

Related Courses:

- Effective Time Management
- Effective Interpersonal Skills
- Dealing with a Grievance
- Stress Management for Managers
- Anti-Bullying and Harassment
- Disability Awareness for Managers