

Goal setting: how to create an action plan and achieve your goals

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Abstrak

Why is that some people consistently seem to get more done than others? The answer is that they know how to set specific, achievable goals for themselves...and then follow through on them. This revised, updated edition of "Goal Setting" features worksheets, quizzes, and other practical tools, showing readers how to set a goal, make a plan, and acquire the resources necessary to achieve their objective. Achieving goals takes hard work and discipline. This expanded edition of "Goal Setting" gives readers the tools and techniques to accomplish anything they set their minds to.