MY WEEKLY GOAL

Take a moment to think about the writing project you will be working on this week. Think clearly about what you are going to do and write down your weekly goal. Use the following guideline to check how you formulated your goals. If necessary, adapt your weekly goals.

My weekly goal:

__________________________________________________________________________________________________________________________

__________________________________________________________________________________________________________________________

Is the weekly goal phrased in a concrete manner or vaguely? Why?

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How will you recognise that you reached your goal?

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__________________________________________________________________________________________________________________________
Do you need to work hard to reach your goal? Why?

Is it even possible to reach the goal? Why?

Is there a certain deadline or date until your goal needs to be completed?

In dependence on:
Handout SchreibCenter TU Darmstadt, 2015.
REFLECTION OF THE WEEKLY GOAL & PLANS FOR NEXT WEEK

You set a weekly goal for yourself. How did it work out for you? Did you reach your weekly goal?

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How would you like to arrange your next week? How are you going to structure your work days?

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Which routines, rituals or writing exercises would you like to implement into your daily routine?

What are your time consuming activities and how could you ban them next week?