

My goals



Length:
25-30 minutes

About this lesson

To introduce students to the importance of setting goals as part of planning their successful future.

Learning objectives

By the end of this lesson, students will:

- reflect on different types of goals
- discuss strategies and steps they can take to help them achieve their goals
- save at least 3 goals in **Goals & Plans**

Inquiry prompts

- Why is it important to write down my goals?
- What are some small steps I can take toward achieving my goals?

Before you begin

1. Ensure that you are able to log into your student demo account on Xello, can access **Goals & Plans**, and can project from your computer so that students can follow along with you. It will be also helpful to go through the process of creating a goal ahead of time.
2. Ensure that students are able to log into their accounts and access **Goals & Plans**.

Teaching strategies

- 1 Pose the following question to the class: When you're making a goal for yourself, what can you do to help ensure that you're successful? Take a few minutes to discuss as a class. Remind students that a SMART goal is Specific, Measurable, Achievable, Relevant, and Time-Bound. Also discuss the importance of writing goals down, checking in frequently, and sharing goals with a friend or family member for accountability.
- 2 From your educator account, access your demo student account to model how to set a **Goal** in Xello.
- 3 Click **Plans** and, on the **Goals & Plans** page, choose **Set a goal**. Enter a title for your goal.
- 4 For Step 2, show students the choices available under **Choose a category**. Consider two or three categories and click on **Not sure? Learn about these options** to see more information about each category. As a class, decide which category your goal belongs under.
- 5 For Step 3, discuss as a class whether this is a short- or long-term goal. Then select your timeframe and click **Next**.
- 6 In Step 4, model adding tasks to your to-do list and then click **Set goal**. Show students how they can add or remove tasks, or go back and change the category of their goals. Click on Show students how they can add or remove

Materials required

- Computers or tablets with Internet access

Outcomes

Students:

- save at least 3 goals in **Goals & Plans**

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tasks, or go back and change the category of their goals. Click on **Need suggestions?** to show some examples of suggested to-do tasks. Show students how they can add notes and links to their goals. Finally, show them how they can check off tasks on their to-do lists, mark their goals complete when they've accomplished a goal, reflect on their goals, and add more goals.

- 7 Show students how they can add or remove tasks, or go back and change the category of their goals. Click on **Need suggestions?** to show some examples of suggested to-do tasks. Show students how they can add notes and links to their goals. Finally, show them how they can check off tasks on their to-do lists, mark their goals complete when they've accomplished a goal, reflect on their goals, and add more goals.
- 8 Allow students 15-20 minutes to add at least three goals to Xello. Direct them to add notes and a link to each goal (article, picture, student schedule, etc)
- 9 **Follow-up for educators:** Once students have set their goals, review them in your Xello educator tools before facilitating one-on-one discussions. Check in with students periodically about their progress toward their goals and monitor their progress through your Xello educator account:
 - View completed student [Goals](#) on the student's profile page, in the **About student** tab.
 - Run [reports](#) to see how many students have set a goal and their progress towards completion.
 - Use [messaging](#) to remind students to mark their goals as complete, reflect on their goals, or update as needed.