

## THE ROLE OF SETTING GOALS IN OUR DAILY LIFE

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### Abstract

Setting goals not only for success but only for everything you want to achieve tend to boost your confidence , motivation as well as stimulate person all growth. But, sometimes you can be overwhelmed with negative thinking, if you don't achieve your goals. And you will realize it is one step to the success year by year.

Setting realistic goal is the key feature to sustain momentum in your personal and professional development. This article is aimed to write to provide you with how to set realistic, effective goals which will helpful for your future.

**Key words:** goal-setting, SMART goals, specific, measurable, attainable, relevant, time-bound goals, short-term goals, long-term goals

### Introduction

Goal setting involves deciding on something you aim to achieve and outlining clear, measurable steps to reach it. This may include both long-term and short-term objectives that keep you focused, allow you to monitor progress and ultimately help you succeed.

Goals represent the outcomes you or your team are determined to accomplish within a set period clearly defined goals encourage positive actions and help prioritize what truly matters to you. Steps to set goals and the ways how to achieve them Many people find it difficult to achieve their goals, but being purposeful in the way you set them can increase your chances of success.

## Methods

There are some practical tips for setting goals effectively, even where they seem overwhelming:

### 1. Visualize success

In order to achieve your goals, there is something on your way, you must be aware of that called visualization is practical lesson which assist you to imagine the results you want to achieve as if you've already accomplished them. It encompasses training your brain with your senses to get familiar with the experience of reaching your goal.

What makes it more effective is creating personal vision statement which is key feature for you to describe your personal growth, values and goals.

### 2) Set smart goals

According to research which was published in frontiers in Psychology, about more than 1000 studies have exhibited that setting both precise and high goal tends to improve inspiration, task performance, endurance in proportion to goals that are easy or vague this where SMART goals come in.

*The SMART goals acronym stands for the following:*

**\*Specific:** Clearly outline your goals to eliminate any confusion, ensuring you know exactly what you want to achieve.

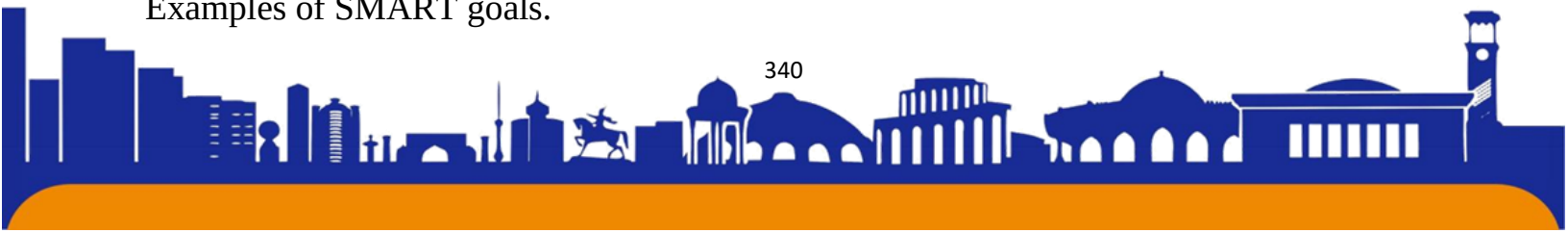
**\*Measurable:** Set clear criteria to track your progress and determine when you've successfully met your goal.

**\*Attainable:** Make sure your goals are realistic and achievable with the resources you currently have.

**\*Relevant:** your goals should align with your broader vision of success, such as supporting overall company objectives in a work setting.

**\*Time-bound:** Assign reasonable deadlines to each goal so you can manage your time effectively and achieve them on schedule.

Examples of SMART goals.



1.General goal:

I want to learn English

2. SMART goal version;

I will achieve a 7.5 score on the IELTS exam by studying 5hours a day for 3 months, writing at least 5 essays per week and completing at least 3 listening tests per week.

\*Specific: the goal is to achieve a 7.5 IELTS score.

\*Measurable: study 5 hours a day, write 5 essays per week, and complete, listening tests weekly.

\*Achievable: with consistent effort, this is attainable.

\*Relevant: this goal is essential for personal or professional growth.

\*Time-bound: the goal has a clear 3 month deadline.

How to write SMART goas?

Define your goal clearly- what do you want to achieve?

Make it measurable-how will you track progress?

Ensure it is realistic- is it possible to achieve?

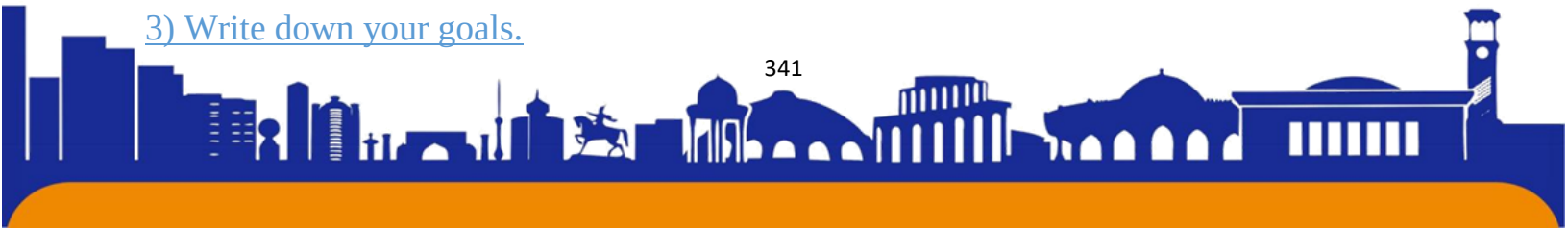
Check its relevance- does it align with your broader plans?

Set a deadline- when will you achieve this goal?

Why use SMART goals?

- 1.Helps maintain focus and direction.
2. Increases motivation and commitment.
3. Provides a clear framework for success.
- 4.Helps track progress and adjust strategies when necessary.

[3\) Write down your goals.](#)



What makes your goals more achievable and effective is noting it on your notebook. It makes them more actual, noticeable as well as concrete. According to psychologist Gail Mathews' research, people who write down their goals are more likely to achieve them compared to those who don't. It also found that sharing goals with others can boost your chances of success. Having someone else track your progress can make you feel more driven to stay committed, as you might want to avoid disappointing them.

#### [4\) Outline your action plan](#)

To create an action plan, consider building a "goal ladder". In this method, you place your main goal at the top and list smaller, supporting goals on each rung leading up to it.

Making to do list and checking off tasks as you complete them can give you a stronger sense of achievement.

Setting deadlines for each step can also keep you focused and organized.

#### [5\) Find an accountability partner.](#)

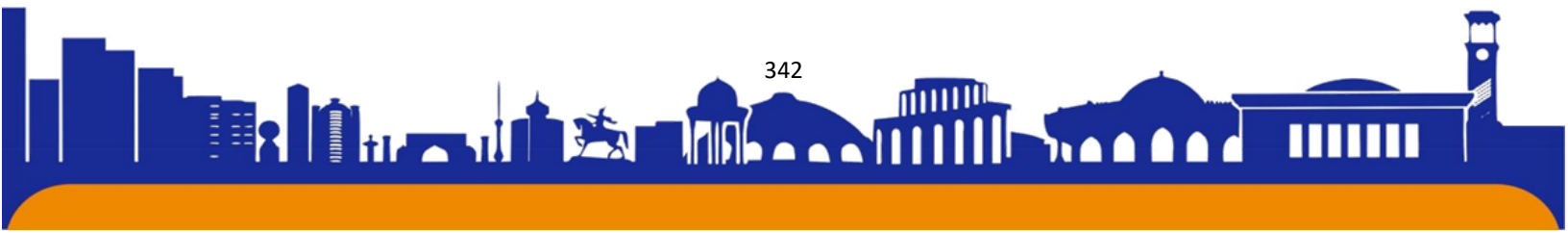
Trying to accomplish a goal entirely by yourself can be lonely and overwhelming.

Accountability encourages consistent progress and helps you stay focused on achieving your goals. You might ask from a friend, family member or life coach to be your accountability partner. Let them know the details of your goals give them weekly updates on how you're doing and request their support and motivation along the way.

For instance, you could have them send you inspiring goal-setting quotes to keep you motivated and remind you to keep pushing ahead.

#### [6\) Reflect and adjust](#)

As with most things in life, you may need to adjust your timeline or goal due to life circumstances and that's OK. Rather than feeling defeated, take time to review your goals and see what you can change. Consider what's working and what isn't and tweak your plan accordingly.



## Result

A short-term goal is something you plan to accomplish soon, such as within a week or a month. These goals often serve as smaller steps toward bigger objectives, although sometimes they focus on smaller, independent projects. Since they usually require less time and effort, short-term goals are often easier to achieve.

Long-term goals are targets you aim to accomplish far into the future — often taking months or even years to achieve. These goals usually involve significant effort, careful planning, and steady work over time. Examples include growing a start up into a profitable company, transforming a company's culture, or advancing into a leadership role.

### Difference Between Short-Term and Long-Term Goals

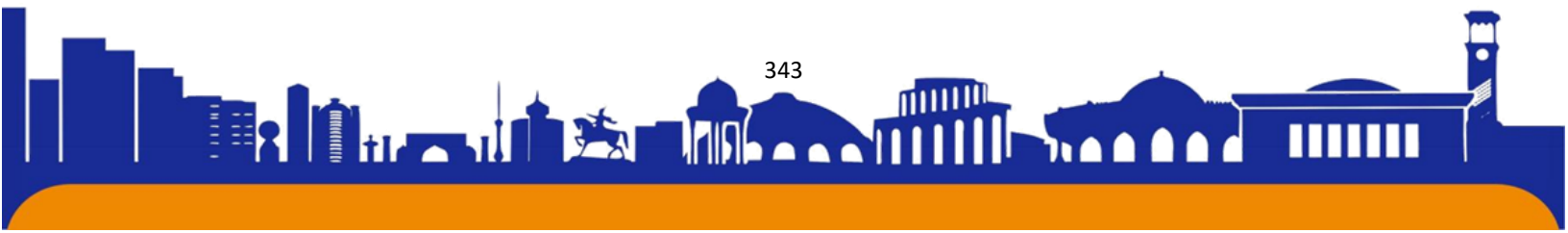
A long-term goal acts like your guiding star — the bigger vision you're aiming for. On the other hand, short-term goals focus on smaller tasks that can be completed in a much shorter time. Breaking down a long-term goal into short-term steps helps you avoid procrastination and maintain focus.

For example, imagine a long-term goal where a sales team wants to achieve \$500,000 in new sales within a year. A related short-term goal could be to close \$50,000 in new sales during the first quarter.

This short-term goal can be divided even further among team members. For instance, one sales rep, Areej, might set a target to close \$8,000 in new sales each month during that quarter.

## Conclusion

Setting goals is one of the strongest tools we have to shape the life we want. Goals provide direction, helping us understand where we are going, why we are going there, and how we plan to get there. Without them, we can easily lose focus and drift through life without a clear purpose.





A well-defined goal acts like a roadmap, showing both the final destination and the smaller steps needed to reach it. Breaking big ambitions into smaller, manageable goals prevents us from feeling overwhelmed and keeps our progress steady.

Clarity is a critical part of effective goal-setting. Vague goals like “I want to be successful” aren’t enough — we must be specific about what success looks like. Measurability is equally important, allowing us to track our progress, while achievability ensures our goals are realistic and within reach with effort. Setting a timeline creates urgency and helps organize our action steps efficiently.

Understanding the difference between short-term and long-term goals is also essential. Short-term goals, like passing an exam, move us closer to larger ambitions, like becoming a doctor. Both are necessary and work together to build lasting success.

However, goal-setting is not just writing down what we want; it also means preparing for obstacles and developing strategies to overcome them. Staying motivated by remembering the reasons behind our goals is crucial, as is prioritizing the most important tasks among many demands on our time.

Support from others can boost our confidence and accountability, while flexibility allows us to adjust our goals as our needs and circumstances evolve. Along the way, we develop vital skills like planning, problem-solving, perseverance, and discipline.

In short, setting goals is a powerful, intentional act. It turns dreams into achievable realities by combining clear planning, strong motivation, and determined effort. Every goal we reach brings us closer to fulfilling our potential and living with purpose.

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