



# Navigating Your Way to Greater Long-Term Productivity

## Personal Strategic Planning/Goal Setting

Most people in the workplace have participated in some kind of Strategic Planning discussion or exercise. While sometimes difficult to “get your arms around”, the idea of looking long-term makes sense in view of the perspective it gives to the group, shared vision, and allocation of resources.

Few people, however, give much time or thought to structured personal strategic planning. This seminar will help attendees learn a strategy by which they can create a plan for themselves to work through projects, set personal medium and long-range goals, and become more focused in their personal productivity and professional development.

In this workshop, participants will learn a process to:

- Identify key objectives and classify them as long-range, medium-range, or short-term in scope
- Determine strategies, tactics, and time lines to achieve them
- How to effectively assess/reassess goals that are partially completed
- Apply the new methodology to old but not-yet-completed goals/objectives

*Randy does a great job of giving you effective methods in not only setting goals, but also achieving them.*

*Terry Turner / Operations Manager / High Plains Hull Company*

*Randy taught me how to set goals and live a life of vision. He gave me the ability to approach life with forethought and focus, and helped me to understand that I do not need to simply let life happen. He showed me how to look at what needs to be done, and how to get it done.*

*Alex Miller / Minister to University Students / Norman, OK*

***Teaching the Essential Elements of Excellence for work and life!***