

Well Formed Outcome Example

1. State the goal or desired outcome positively

To achieve a grade 5 pay rise

2. Is it specific or could you define it more, is it measurable?

Yes

3. Can you achieve it by yourself?

Yes, but I would like help from my manager too

4. Is the goal positive and ethical to benefit you or others around you, i.e. does it have a positive intention?

Yes, it will benefit me and my family

5. How will you know when you have it? How will you feel?

I will feel I have achieved something I worked hard for and be very happy

6. Why don't you have it now? Has anything stopped you?

I haven't had enough experience in the past, but feel I am ready now. Perhaps I also needed the confidence to apply

7. How big a goal is it? Do you need to break it up into smaller goals?

I need to pass the exam first and then apply for the grading, so 2 smaller goals are required

8. What are all the steps you need to take?

Study for my exam in June 07

Pass the exam

Speak to my manager and tell her I want to apply for the grading

Ask for her help, support and recommendation

Apply for the grading

Get an interview

Pass the interview

Get the grading and pay rise

9. When will you take the first step?

Today, I will email to register for the exam in June 07

10. When will you complete it all?

I will have completed all the other steps by Dec 07

11. Are there any other ways to get it?

If I don't pass the exam I can re-sit it in Sept 07 but if I fail that I will have to wait until June 08. There is no way to get the promotion without passing the exam

12. What resources do you currently have? (physical, emotional, mental, spiritual, financial, knowledge, skills, assistance etc)

I have support from my partner and the time to study, the desire and determination to achieve it

13. What resources will you need?

I will need the agreement and support of my line manager

14. What will you need to give up to have it? How will it effect you (friends, work, relationships, lifestyle etc)

I will have to give up my weekends to study which is time with my friends and family, i.e. my social time

15. What will happen if you don't get it? How will you feel?

If I don't get it I will keep trying until I do, I will feel disappointed

16. What will happen if you do get it? How will you feel?

I will have better future prospects and more money coming in each month so we can have a holiday away and more treats. I will feel fantastic and proud of myself

17. If you don't get it, will you lose out on anything?

If I don't get it I will lose out on the money but also feel disappointed. I won't feel that I have achieved my goal and taken control of my life

18. If you do get it, will you lose out anything?

I won't lose out on anything

19. What will having it give to you? For what purpose do you want it?

I want it for my achievement, better prospects and more financial security

20. Will achieving this goal enhance your life and/or others around you?

Yes, mine and my family

21. Is it a worthwhile goal to aim to achieve? Do you still want to achieve this goal?

Yes, it is worthwhile and I am going to do it