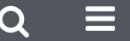


How to set Goals?

Welcome to the New AIESEC HUB



A NEWS

Search



Global Board Chair 17.18
Applications launched

MAY 13, 2017



The Young Person's Guide
to Saving the World

MAY 13, 2017



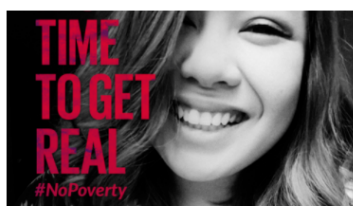
Are you the next #PRStar?

MAY 13, 2017



Are you looking for a 1-year
career opportunity in
recruitment in London?

MAY 13, 2017



How to set Goals?

To set goals click on Performance on the Menu Bar and under it you'll see Goals



Search



Global Board Chair 17.18
Applications launched
MAY 13, 2017



The Young Person's Guide to Saving the World
MAY 13, 2017



Are you the next #PRStar?
MAY 13, 2017



Are you looking for a 1-ye
career opportunity in
recruitment in London?
MAY 13, 2017



Tushar Khatod
Member Committee Vice President (MC...)

- Home
- Welcome
- Live Feed
- AIESEC Academy
- Performance**
- Resources
- Communities

- My Account
- Help
- Log Out

How to set Goals?

This is the Goals page. Here you can create your End Goal. To create a Goal you can click on Create.



Home > Goals (Lag measure) > My Goals (Lag measure)

My Goals (Lag measure)

Create Options ▾

0%

TOTAL COMPLETE
Total Weight: 0%
My Goals (Lag measure)

My Goals (Lag measure) Hierarchy

Current Period ▾ 4/1/2017 6/30/2017 **Search**

☐ Display Cancelled ☐ Hide Completed

How to set Goals?

Create Goals (Lag measure)

Wizard

Library

Enter details of your goals, use the SMART goal setting template or choose and modify a pre-set goal template from the Library.

All fields marked "*" are required

Title *

Title

Alignment

Not currently aligned

Align

Description

B *I* U ~~S~~ *I*_x

☰ ☷ ☶ ☵

ABC ✓

Start Date

4/1/2017



Due Date *

6/30/2017



Weight *

0

AIESEC 2020 contribution *

Select options



Tasks (Lead measure) * and Targets (Lead measure)

Add Tasks (Lead measure) or Targets (Lead measure)

Visibility

☒ Allow other users to see and align

Assignment *

Select which team member(s) this goal should be assigned to.

☒ Yourself ☐ Custom Assignment

Cancel

Save as Draft

Submit

This is the page to Create a Goal.

To create a goal first you need a Title for the Goal

The title needs to be definitive as this is your end goal and all the tasks and targets will lead up to achieving this goal

How to set Goals?

Create Goals (Lag measure)

Wizard

Library

Enter details of your goals, use the SMART goal setting template or choose and modify a pre-set goal template from the Library.

All fields marked "*" are required

Title *

Title

Description

B I U S I_x                                                                     

How to set Goals?

Create Goals (Lag measure)

Wizard

Library

Enter details of your goals, use the SMART goal setting template or choose and modify a pre-set goal template from the Library.

All fields marked "*" are required

Title *

Title

Description

Rich text editor with formatting tools (Bold, Italic, Underline, Strikethrough, Bulleted List, Numbered List, Indent, Outdent, Link, Unlink, Undo, Redo) and a large text area for description.

Start Date

4/1/2017

Due Date *

6/30/2017

Weight *

0

AIESEC 2020 contribution *

Select options

Tasks (Lead measure) * and Targets (Lead measure)

Add Tasks (Lead measure) or Targets (Lead measure)

Visibility

☒ Allow other users to see and align

Assignment *

Select which team member(s) this goal should be assigned to.

☒ Yourself ☐ Custom Assignment

Cancel

Save as Draft

Submit

A weight of a Goal defines the worth of the Overall Goal.

For example if I am an EP Manager my Goals can be :

Fulfilling Standards
Number of Approvals

Now the weight of both my Overall ends goals can be 50 - 50.

The weight of a goal is only to measure the overall contribution and track the same.

How to set Goals?

Create Goals (Lag measure)

Wizard

Library

























































Enter details of your goals, use the SMART goal setting template or choose and modify a pre-set goal template from the Library.

All fields marked "*" are required

Title *

Title

Description

B I U S I_x                                                        

How to set Goals?

All fields marked "*" are required

Title *
Number of Approvals

Description
This is a goal template product.

Start Date
4/1/2017

AIESEC 2020 contribution
Growing disruptively

Tasks (Lead measure) * and Targets (Lead measure)

Description	Start Date	Due Date	Weight
10 Approved	4/1/2017	6/30/2017	0 %

Add Tasks (Lead measure) or Targets (Lead measure)

Description

Start Date * 4/1/2017 **Due Date *** 6/30/2017 **Weight *** 0 %

☐ Include Target

Type Currency **Start Value** Start Value **Target** Target

☐ For the progress of this target, include results from employees aligning with this goal and inheriting this target.

Cancel **Done**

When you click on the Add Tasks or targets you will see this pop up window.

To add tasks follow the steps :

- Enter a description for your task or target
- Choose the start data and due date for the same
- Describe the weight of the task
- Enter the start value, the start value being the current/present achievement

How to set Goals?

Create Goals (Lag measure)

Wizard

Library

Enter details of your goals, use the SMART goal setting template or choose and modify a pre-set goal template from the Library.

All fields marked "*" are required

Title *

Number of Approvals

Alignment

Not currently aligned

Align

Description

B **I** **U** **S** **I_x**

☰ ☷ ☰ ☷

ABC

This is a goal template for all Exchangers/Operations for Number of Approvals achieved in your product.

The number of approvals is the overall end goal.

The Tasks or Targets mentioned under will lead upto the number of approvals being achieved.

Tasks can range from University Relations to Social Media Campaigns.

Start Date

4/1/2017



Due Date *

6/30/2017



Weight *

40

AIIESEC 2020 contribution *

Growing disruptively



Tasks (Lead measure) * and Targets (Lead measure)

Add Tasks (Lead measure) or Targets (Lead measure)

Visibility

☒ Allow other users to see and align

Assignment *

Select which team member(s) this goal should be assigned to.

This is an example of how to fill a goal.

Here the goal is Number of Approvals

How to set Goals?

Create Goals (Lag measure)

Wizard

Library

Enter details of your goals, use the SMART goal setting template or choose and modify a pre-set goal template from the Library.

All fields marked "*" are required

Title *

Number of Approvals

Description

B I U S I_x     

This is a goal template for all Exchangers/Operations for Number of Approvals achieved in your product.

The number of approvals is the overall end goal.

The Tasks or Targets mentioned under will lead upto the number of approvals being achieved.

Tasks can range from University Relations to Social Media Campaigns.

Alignment

Not currently aligned

Align

Start Date

4/1/2017



Due Date *

6/30/2017



Weight *

40

AIESEC 2020 contribution *

Growing disruptively



Tasks (Lead measure) * and Targets (Lead measure)

Add Tasks (Lead measure) or Targets (Lead measure)

Visibility

☒ Allow other users to see and align

Assignment *

Select which team member(s) this goal should be assigned to.

How to Create Goals by using the Wizard to set smart goals?

Click on the Wizard button next to the library

How to set Goals?

What are Smart Goals?

SMART GOALS:

S

Specific

M

Measurable

A

Achievable

R

Relevant

T

Time-based

How to set Goals?

What are Smart Goals?

SMART GOALS:

S

Specific

M

Measurable

A

Achievable

R

Relevant

T

Time-based

Specific

The goal that is set needs to be to the point, it has to comprise of specific targets and descriptions

How to set Goals?

This is the Wizard to set Smart Goals. Once you click on the wizard button on the top right next to Library, you will see this pop up window

Create Goals (Lag measure)

Wizard Library

Wizard

Enter description

All fields

Title *

Number

Description

B I

This product

The

The

Task

Start Date

4/1/2017

AI/SEC

Growth

Specific Measurable Actionable Relevant Timely

Goals (Lag measure) should be straightforward and specific in their description. Specificity has greater impact and increases the likelihood of the goals (lag measure) being accomplished.

Title *

Number of Approvals

Description

Source

B I U S x₂ x² I_x

Font Size

This is a goal template for all Exchangers/Operations for Number of Approvals achieved in your product.

The number of approvals is the overall end goal.

The Tasks or Targets mentioned under will lead upto the number of approvals being achieved.

Paragraphs: 4, Words: 50

Cancel Continue

How to set Goals?

After clicking on Continue, you will see your goal and here you can set your targets.

Wizard ×



Specific



Measurable



Actionable



Relevant



Timely

Number of Approvals

Establishing concrete, objective criteria for measuring the Goals (Lag measure) creates benchmarks for achievements. Setting these measurements will help keep the Goals (Lag measure) on track.

Add Targets (Lead measure)

Cancel

Back

Continue

How to set Goals?

When you click on add targets you will see this space where you can fill in the description of your target, set the type which can be in currency, number etc and set the weight of the target that will describe the contribution of the target towards the overall goal

Wizard



Specific



Measurable



Actionable



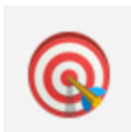
Relevant



Timely

Number of Approvals

Establishing concrete, objective criteria for measuring the Goals (Lag measure) creates benchmarks for achievements. Setting these measurements will help keep the Goals (Lag measure) on track.



Description *

Convert leads into 20 approvals

Weight *

10

Type *

Number

Start Value *

0.0

Target *

20.0

☒ For the progress of this target, include results from employees aligning with this goal and inheriting this target.

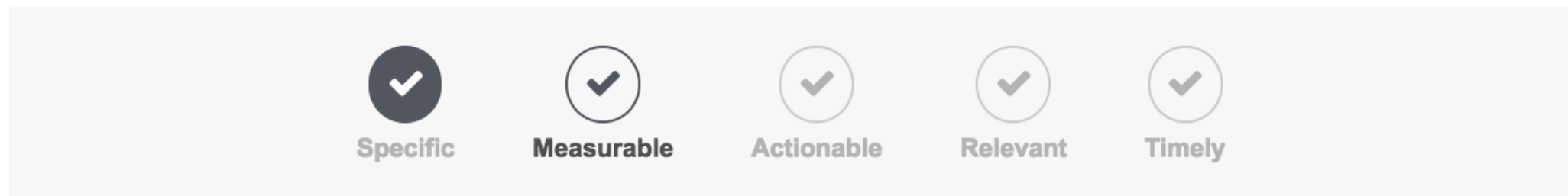
Cancel

Back

Continue

How to set Goals?

After saving your target it will look something like this. Now you can click on continue to move to the next page of setting your smart goals



Number of Approvals

Establishing concrete, objective criteria for measuring the Goals (Lag measure) creates benchmarks for achievements. Setting these measurements will help keep the Goals (Lag measure) on track.

Add Targets (Lead measure)

	Convert leads into 20 approvals	Start Value 0.0	Target 20.0	 
---	---------------------------------	--------------------	----------------	---

Cancel

Back

Continue

How to set Goals?

You will now reach this page where you can enter you tasks that will contribute towards achieving the overall goal that you've set

Wizard ×



Specific



Measurable



Actionable



Relevant



Timely

Number of Approvals

In addition to objective measurements, dividing large Goals (Lag measure) into smaller subjective measurements will help make the Goals (Lag measure) more attainable.

Add Tasks (Lead measure)

Cancel

Back

Continue

How to set Goals?

After selecting add tasks, you can now enter the description for the same and mention the weight of the task that will contribute towards achieving the main goal

Wizard ×

✓

Specific

✓

Measurable

✓

Actionable

✓

Relevant

✓

Timely

Number of Approvals

In addition to objective measurements, dividing large Goals (Lag measure) into smaller subjective measurements will help make the Goals (Lag measure) more attainable.

Description *

Class to Class pitching in 3 Universities

×

Weight *

10

Cancel

Save

Cancel

Back

Continue

How to set Goals?

After clicking on continue, you can select how relevant your goal is towards achievement of the AIESEC 2020 goals. You can also select which goal it is relevant to and the weight of the same

Wizard ×



Specific



Measurable



Actionable



Relevant



Timely

Number of Approvals

Tying the goals (lag measure) to your success in a specific area, as well as weighting the importance of the goals (lag measure), will build your commitment to prioritizing and achieving them.

AIESEC 2020 contribution *

Growing disruptively ▼

Weight *

40

%

Cancel

Back

Continue

How to set Goals?

After clicking on continue from Relevant, you will see the timely page which defines the start date and the due date of your goal. The start date defines the date when the goal begins and the due date defines by when the goal needs to be achieved

Wizard ×

✓

Specific

✓

Measurable

✓

Actionable

✓

Relevant

✓

Timely

Number of Approvals

Specifying a time frame for achievement gives you a target to work towards. Without a completion date, the goals (lag measure) becomes vague and commitment may waiver.

Start Date

4/1/2017

to

Due Date *

6/30/2017

Cancel

Back

Done

How to set Goals?

Edit Goals (Lag measure)

Enter details of your goals, use the SMART goal setting template or choose and modify a pre-set goal template from the Library.

All fields marked "*" are required

Title *

Number of Approvals

Description

B *I* U ~~S~~ *I*_x                                                                     

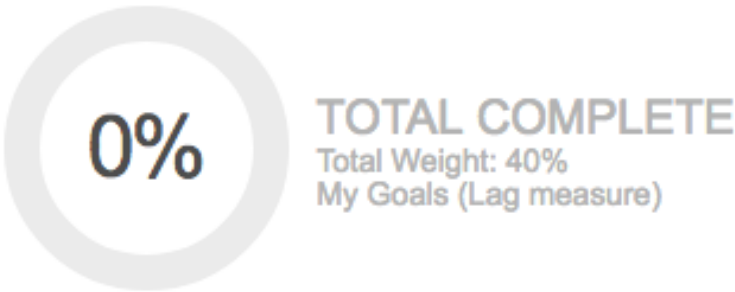
How to set Goals?

After clicking on submit you will be directed to this page that shows you your overall goal achievement. If you have achieved a part of the goal you can update it by clicking on the arrow on your goal that will show you a drop down box

My Goals (Lag measure)

Create

Options ▾



My Goals (Lag measure) | Hierarchy

Current Period ▾

4/1/2017

6/30/2017

Search

☐ Display Cancelled ☐ Hide Completed

My Goals (Lag measure)

0%

Number of Approvals
Status: In progress Due Date: 6/30/2017 Weight: 40%

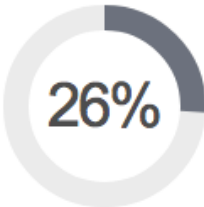
>

How to set Goals?

My Goals (Lag measure)

Create

Options ▾



TOTAL COMPLETE
Total Weight: 40%
My Goals (Lag measure)

My Goals (Lag measure)

Hierarchy

Current Period ▾

4/1/2017



6/30/2017



Search

☐ Display Cancelled ☐ Hide Completed

My Goals (Lag measure)

26%

Number of Approvals

Status: In progress Due Date: 6/30/2017 Weight: 40%

Description:

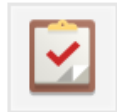
This is a goal template for all Exchangers/Operations for Number of Approvals achieved in your product.

The number of approvals is the overall end goal. [read more](#)

Start Date: 4/1/2017

AIIESEC 2020 contribution: Growing disruptively

Tasks (Lead measure) & Targets (Lead measure)



Description:

Class to Class pitching in 3 Universities

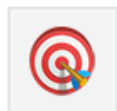
Start Date:
4/1/2017

Due Date:
6/30/2017

Weight:
50%

Progress:

2



Description:

Convert leads into 20 approvals

Target:
20.0

Start Date:
4/1/2017

Due Date:
6/30/2017

Weight:
50%

Actual:

10

Comments

Add Comment

Last Saved at 12:55 PM

Close

By entering the current status of your goal achievement (completion of tasks status & target vs achieved) you will be able to track the completion of your overall goal