

Study and Assignment Guide
Week 3– Goals and Goal Analytics

Please write (legibly please) your answers or what you did for the assignments in Week #3. Have your Clinic Director sign below and fax or email us when completed. Try to get it back to us by Tuesday before the next class. Please use a separate sheet if you need more room.

Thank YOU!**Fax:** 1(877) 868-0909**Email:** Services@GoalDriven.com_____ **Post a WIN**_____ **Post a TIP****Read in The Goal Driven Business**

- ___ 1. Principle 3 (Page 245)
- ___ 2. Principle 5 (Page 248)

Read articles (references found in the training library)

- ___ 3. Vision Framework by Collins
- ___ 4. Core Values by Collins
- ___ 5. Mission by Collins
- ___ 6. Sample Core Values by Zappos
- ___ 7. Flywheel Effect
- ___ 8. Managing by the Numbers
- ___ 9. Sample Graph of Office Visits

Actions

- ___ 1. Please explain what Dr. Covey's quote below has to do with meaningful long-term goals and practical short-term goals.

"All things are created twice. There is a mental (first) creation, and a physical (second) creation. The physical creation follows the mental, just as a building follows a blueprint. If you don't make a conscious effort to visualize who you are and what you want in life, then you empower other people and circumstances to shape you and your life by default." Stephen Covey

- ___ 2. Show the connection between a purpose you have and an outcome from it in an activity in your personal life (or make up a scenario). It should demonstrate an alignment between a purpose and a product (outcome). For example, the purpose to have a beautiful backyard landscape and the product of new azaleas on the south corner of your yard.

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___3. List two values that are important:

- _ in your personal life.
- _ in your professional life.
- _ in the practice and business in which you work.

___4. What do you feel is the purpose of your practice?

Why?

___5. What is the benefit of asking "5 Why's"!

___6. What is the value of coming up with a Big Hairy Audacious Goal?

___7. Define the valuable complete outcome your practice produces?

___8. How would you define the outcome of a patient's first day?

___9. Give two reasons to manage by the numbers rather than by emotions, bright ideas, personal bank account or hearsay.

Statistics. (You can send in your numbers to Linda. She will process them and email them back to you with a chart and graphs.) Look at the trend of your office visits. What is the 6-month trend? What should you do?

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With your training partner. Share with your training partner:

- ___1. Two values that are important in your life.
- ___2. Two values that are important in your professional life.
- ___3. Two values that you feel are important in your practice.
- ___4. What is the 6-month trend for your office visits? Why?
- ___5. What might be a Big Hairy Audacious Goal for your professional life?
- ___6. What might be a Big Hairy Audacious Goal for your practice?

With your Clinic Director

- ___1. Have them read the following articles by Collins on core values.
 - ___ Vision Framework by Collins
 - ___ Core Values by Collins
 - ___ Mission by Collins
- ___2. Ask them what they consider the top 3 values (or more) core values are the office. (Make sure these are from the "gut.")
- ___3. Ask them what they consider the purpose of the practice is.
- ___4. Ask them "Why" at least 2 times!
- ___5. Discuss the office trends for the last 6 months and why it has been headed in the direction it has been.

Our manager did a great job teaching me on the material he/she learned, and we learned something we can apply. Clinic Director: Initial/signed: _____ Date: _____