

## SMART

### *How does SMART help you to set target?*

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SMART is an acronym for what targets should be like- Specific, Measurable, Achievable, Relevant and Time bound.

Making targets do not ensure success. Look at each letter of SMART and see questions that you should be asking to make sure that your targets cover all aspects of SMART.

#### **SPECIFIC**

- What is the task that needs to be done?
- What are its details?

#### **MEASURABLE**

- What evidence will show that the task has been done?
- What will be different if the task is completed?
- Is it contributing in achieving your targets?

#### **ACHIEVABLE**

- Is the task possible to be done?
- What will depict that you had success? – Results, behavior, your output.

#### **RELEVANT/REALISTIC**

- Why this target is important to achieve?
- Is this target helping you in moving forward?

#### **TIME BOUND**

- When should the task be completed?
- How often should it be done?
- If the task is long, is there any review date to check the progress?

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*Targets should be fully SMART in order to eliminate uncertainty.*

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## DEVELOPING SELF DISCIPLINE

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**“By constant Self-discipline and Self-Control you can develop greatness of character”.** Grenville Kleiser

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There are many qualities that contribute in achievements and happiness of an individual’s life. These qualities ensure long term success in various aspects of life. One such quality is **SELF DISCIPLINE**. Self-discipline involves acting according to what you *think* instead of how you *feel*.

Be aware of yourself, your goals and what motivates you and pushes you to achieve success. People who have high levels of self-control tend to be a lot happier and also have more satisfaction in life. Self-discipline equips the person to deal with everyday stress and conflicts. As it gives the power to stick to your decisions and follow them through, without having to change your mind due to influences around you.

The people, who are self-disciplined, do not allow their feelings or impulses to influence their choices. In other words it can be said that they are not driven by impulses and keep a clear head and live by rules. They make rational decisions without feeling stressed.

Self-discipline requires practice, where you train yourself to break free of bad habits and establish good ones, and improve by making changes in daily routine. Improved self-discipline makes life easier and you make healthy choices without getting emotional.

**Remove temptations** by keeping in mind the quote “out of sight, out of mind”. If you are trying to study or working on an assignment, turn off your cell phone or keep it away, remove things that distract you or tempt you. Ditch the bad habits of influences and set up yourself for success. **Visualize the success** or rewards that you will achieve once you accomplish your goals.

**Self-discipline** will help you reach your goals; it will help you in obtaining better health, better life style, success in school, success in work and will make your life easier.

**A**

*Attitudes control our lives.  
People with positive  
attitudes are healthier,  
have more friends, do  
better in school and live  
longer. Want to be happy?  
Think good thoughts.*

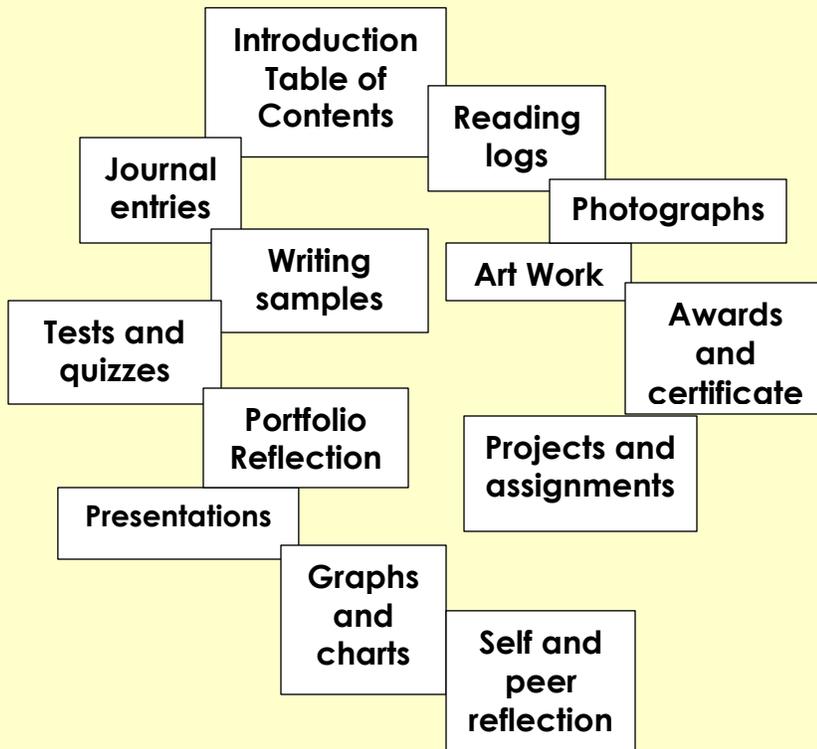
# STUDENT PORTFOLIO

A portfolio is a collection of work that shows the skills of the student. It contains a selection of work that the student has developed in the classes, especially in the senior grades.

Portfolios serve as a hub for integrating the diverse experiences students have both in and out of the classroom. It reflects the broad range of work that the students collected over time and the progress made by them. The portfolios contain the information regarding the students that assists in decision making concerning their future.

Portfolios enable the students to take up responsibility for their own learning and life plan. The students keep track of their work, categorize it, analyze it, identifying their strengths and areas that need improvement, set personal goals, develop action plans, implement those plans and assess their progress.

A Portfolio includes:



*Portfolios are a collection of children's work that is designed to demonstrate successes, growth, higher order thinking, creativity and reflection.*

## FLEXIBLE THINKING STRATEGIES

Flexibility is the thinking skill that focuses on child's ability to adapt to new situations, improvise and change strategy to meet different types of challenges.

Flexible thinking is about quickly switching gears and finding a new solution or approach to the problem at hand. Flexible thinking means we unlearn old ways of doing things when required and adopt new ways of doing things. Productive struggle, explicit connections and deliberate practice create new learning opportunities for students.

Flexibility helps in:

- Adjusting to new situations.
- Learning from mistakes.
- Completing new tasks.
- Paying attention to more than one task.
- Switching from one subject to another at school.
- Trying out new things.



*Flexible thinking allows kids to switch gears and look at things differently.*

*Flexible thinking requires the ability to "unlearn" old ways of thinking and doing things.*

*Flexible thinking plays a vital role in learning.*

*Life isn't about waiting for the storm  
to pass..... it's learning to enjoy  
in the rain.*