Take aim at your professional and personal goals

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Thinking about a goal is easy. Making a plan to hit the mark requires focus. Whether you are looking to improve your performance at work or want to set personal long-term goals, resources are available to help.

Follow along with the online tools below to hit your target goals:

**Skillsoft Short Videos**
- Achieve Goals with If-Then Plans
- Achieving SMART Goals

**Skillsoft Books**
- The Little Book of Results: A Quick Guide to Achieving Big Goals
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- Lynda.com (soon to be LinkedIn Learning)
- Successful Goal Setting

As you get closer to your target, use this printable poster to list your goals and track your progress.

Access more resources on Skillsoft and Lynda.com

All CU employees have full access to two learning databases: Skillsoft and Lynda.com (soon to be LinkedIn Learning). Each resource, available in your employee portal, provides courses, short videos, books and more on multiple topics to help foster a learning environment for faculty and staff.

Find more learning opportunities and resources in your employee portal:

1. Log into your CU campus portal.
2. Click on the CU Resources dropdown menu.
3. Select Training.
4. Select either the Skillsoft or Lynda.com tiles. The system will open in a separate window.

This is the first addition to an ongoing series highlighting a learning topic in our monthly Work/Life newsletter.