

## Sample Collaborative Goal-Setting Questions

### Getting to Know You

I'd like to learn a bit about you so that I can see if what we have to offer will suit you.

What do you enjoy doing?

What do you feel you're really good at?

Do you like to learn alone or in small groups?

Do you learn best in quiet or with some noise in the background?

How do you like to learn best – by doing (hands-on), when someone shows you how, or when someone describes what to do?

### What You're Hoping For

How are you hoping we can help you?

Alternate wording for this question: What do you want to be able to do?

Is there anything you want to work on right away?

**If they do not offer an immediate answer to this question,** just move on to what your program offers and what they know about your program. They might need more information before they “hear” what it is they want to learn.

Come back to this question at the end of your talk to check-in and see if they have more of an idea what they'd like to do, now.

**If they can answer these questions,** you can use the answer to this question to “talk through” what kinds of activities would be involved in learning that thing right away. In essence, you're showing them that the “thing they want to work on right away” is a longer-term goal with many shorter-term (performance-based) activities to get them there. This does 2 things: helps you gently explain to the learner that what they want to do has more than one step, and shows that you know how to design learning for them so that they reach shorter-term goals.

### **What We Offer**

What do you know about our programs and what we do?

Then describe your program. It's often helpful to provide a short tour of your facility and resources. Let the learner browse through your resources a bit so they can see what tools you have for them to learn from.

What questions do you have about what we do?

What interests you about what we do?

Do we offer what you're looking for?

If you could invent your own class/program, what would it look like?

Would it be one-on-one or a small group?

Who would teach it?

How would the class/program make you feel?

### **What You Want From Us**

Now circle back to the earlier questions from **What You're Hoping For**, if they weren't answered earlier.

Now that you know a bit more about what we do, how are you hoping we can help you?

What do you want to be able to do?

**NOTE:** At no point in this interview has the learner been asked "What is your goal?" Instead, the focus is on what they hope/want to achieve and how your program fits with their desires. This way, the onus is on the program to sell what they do to the learner – the pressure isn't on the learner to immediately identify their goals or be made to feel "needy."