

Interpersonal Skills
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Lecture-17
Self-Motivation

Hello friends, I am here once again to discuss interpersonal skills and today the topic is self motivation. Self motivation is very important whenever we talk of interpersonal skills, communication, soft skill or excelling in professional life. So it is very essential to know what is self motivation.

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- Self motivation is a fundamental tool to achieve anything in life.
- A constant desire to achieve and improve is the basis of self motivation.
- Remember to be optimistic.
- Take initiative and act on opportunities.

And how to motivate yourself while completing a very important task and also I mean what are the factors responsible for self motivation. So there are so many things and we shall discuss under this caption. So I would like to begin with that are you motivated to achieve what you really want in life and how hard do you push yourself to get things done, will think on this wanting to do something and motivating yourself to actually do it are 2 different things.

So what is the difference between those who never reach their goals year after year and those who achieve one goal after another often it is their self motivation, this is the answer. Self motivation is the force that keeps pushing us to go on, that is self motivation, it is our internal right to achieve, produce, develop and keep moving forward, when you think you are ready to

quit something or you just do not know how to start yourself, motivation is what pushes you to go on.

With self motivation you will learn and grow regardless of the specific situation, that is why it is such a fundamental tool for reaching your goals, achieving your dreams and succeeding in this journey we call life, so you have to manage life with the very moment or passion or attitude for self motivation. Self motivation is in its simplest form the force that drives you to do something, that is self motivation.

For that you feel yourself to do, to move ahead, self motivation is a key life skill and something that everybody interested in personal development should think carefully about, it is also a key part of emotional intelligence one of the 3 areas of personal skills that are integral to the concept, what is motivation, motivation is what pushes us to achieve our goals, feel more fulfilled and improve overall quality of life.

Daniel Goleman the author of several seminal books on emotional intelligence identified 4 elements that make up motivation, personal right to achieve the desired to improve or to meet certain standard, commitment to personal or organizational goals, initiative which he defines as a readiness to act on opportunities and optimism. The ability to keep going and pursue goals in the face of setbacks.

There are many advantages to self motivation, because this is the key to success, so many advantages people who are self motivated, for example tend to be more organized, have good time management skills and more self esteem and confidence, understanding and developing your self motivation can help you to take control of many other aspects of your life. So we should think of again and again what is motive.

Fundamental to self motivation is understanding what motivates you to do things, this may sound straight forward but sometimes your motivation is hidden from your consciousness. Your personal hidden agenda your motivation may will change from hour to hour, day to day and

through life, as this happens your needs wants and goals change and evolve with passes of time. There are 2 main types of motivation we talk of motivation, intrinsic and extrinsic motivation.

In the simplest form you can think about these 2 types of motivation as intrinsic, what is intrinsic love because we want to extensive money because we have to a more detailed definition is intrinsic to perform an action or task based on the expected or perceived satisfaction of performing the action of task.

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- Try to find your hidden motivation.
- Differentiate between intrinsic and extrinsic motivation.
- Enjoy your work to avoid stress.
- Keep a positive attitude towards obligated motivations.

Intrinsic motivators include having fun being interested and personal challenge, extrinsic to perform an action or tasks in order to attend some sort of reward including money, paw and good marks or grades, different people are motivated by different things and at different times in their lives. The same task may have more intrinsic motivators at certain times are more extrinsic motivators at others.

Most task have the combination of the 2 types of motivation, well we all have a tendency to work better when we love what we are doing, we can categories it is first, is easy to get out of bed in the morning, we are happy in our work and happier in general. Research shows that this is particularly important when we are under stress, it is much easier to cope with stress and long hours you will generally enjoy the work.

When thinking about what motivates you to perform a certain task think about both intrinsic and extrinsic motivators, you really think that what are these dimensions when you talk of self

motivation, if you have trouble getting motivated to perform a specific task it may be useful to write them down and list the motivators for each. The importance of obligation what about if a task has neither intrinsic nor extensive motivators.

The obvious conclusion is that we are unlikely to do it, because it will be pointless, we all know it does not always work like that there is a further issue feelings of obligation. Obligation motivators are not necessarily strictly intrinsic or extensive but can still be very powerful. Obligation comes from our personal ethics and sense of duty, what is right and what is wrong, that is obligation.

You will feel obliged to go to a party because you were invited by somebody you know there will be no obvious extensive or intrinsic benefit to you attending but you may worry if you do not go, you are more likely to enjoy the party you feel obliged to attend if you go with a positive and open attitude this way you have also added an intrinsic motivator, fun and enjoyment. Well there are a number of skills involved in self motivation.

And what are these setting high but realistic goals, very important aspect of self motivation, there is a strong correlation between self motivation, personal goals and achievement. In order to get properly motivated and indeed to achieve it helps to spend some time thinking about your personal goals and what you want to achieve in your life, we all have an inbuilt desire to achieve and they should be in a quality of your desire.

What we want to achieve, however is personal to us and may change through life, at a school for example you may want to achieve good grades the letter you may want to pass, your driving test or get a job, it is important to set yourself clear goals, if you wish to achieve your ambitions. Next maybe I mean the tricks for self motivation, the relationship between motivation, goals and achievement.

People want to know that they have achieved or have the ability to achieve something of value meaning or importance, understanding the relationship between self motivation, personal goal, setting and achievement will help you to set realistic personal goals great intern will allow you to

achieve more in the longer term. Personal goals can provide long term direction and short term motivation.

Goals help us to focus on what we want to be or whether we want to go with our lives, they can be a way of utilizing knowledge and managing time and resources. So that you can focus on making the most of your life potential, by setting clearly define personal goals you can measure your achievements and keep site of your progress. If you fail to achieve at state you can reassess your situation and try new approaches.

Keeping your life goals clearly defined and updated as your circumstances change and evolve is one of the most powerful ways to keep yourself motivated throughout life, understanding the relationship between self motivation, personal goal setting and achievement will help you to set realistic personal goals which in turn will allow you to achieve more in the longer term. Personal goals can provide long term direction and short term motivation.

Goals help us to focus on what we want to be or where we want to go with our lives, they can be the way of utilizing knowledge and managing time and resource. So that one can focus on making the most of your life potential, by setting clearly defined personal goals you can measure your achievement and keep site of your progress, if you fail to achieve that one is tape you can reassess your situation and trying new approaches.

Keeping your life goals clearly defined and updated as your circumstances change and evolve is one of the most powerful ways to keep yourself motivated throughout your life. Now life goal is very important, setting the goals, it is important to remember when thinking about what you would like to achieve in your life that change is inevitable, many books have been written about such things but then you have to decide.

And when we are talking of goals, deciding the goal suppose you want to pass in the examination how to set the goal subject wise priority and you want to get good grade naturally you have to work very hard, one setting goal you need to fix up certain condition and one of the condition is

that taking the right level of risk, what kind of risk you are taking, some time changing the goal as I said the change is inevitable.

So many, many number of books have been written about risk management and there are 100s if not 1000s of consultants offering to help you to manage the risk for your project or business or goals or profession, but is risk management really that complicated, that is my question and you should also think in its simplest term risk management is thinking about what could possibly go wrong, deciding how likely and or catastrophic.

That would be and taking action to avoid either the problem or its consequences, now steps for a successful risk management is strategy because to counter the risk you have to make certain strategy, what could possibly go wrong that should be there in your mind, write down everything that could possibly go wrong, whether it is big or small, by writing it may happen that it will be there noted into your mind.

Include every last little thing that you can think of is relevant, brainstorming is ideal here as it is likely to get all the ideas out, then you might want to grow up the ideas into things, although this is not absolutely essential it can be helpful where you have identify a lot of list as you can then produce a summary risk register with one overarching risk for each team, you can also see where your risk overlap and ensure that each one is genuinely different.

And it is easier to think about whom I take responsibility for each, assign a date by which the risk will have occurred, every risk needs a date by which it will either have happened or no longer be at risk of happening. Agree this date and enter it in your risk register, it is not good practice to put on going on this column. So do try to quantify if it quantify it if you possibly can. Quantify your risk now on a scale of 1 to 5 where 5 is high decide how likely each risk is to happen.

Then decide again on a scale of 1 to 5 how much of an impact it would have on the project if it happened, again discussion is very helpful agree first what each value means where for example on impact 5 means that the project could not continue, 4 means that you would have a significant

effect on the bottom line and so on. As you get further down the list of risk you might want to revisit those you did earlier to make sure your analysis is consistent.

Now multiply likelihood by impact to give you an overall rating for each risk from 0 to 25. This will show you where to concentrate your effort, you can use a traffic light system for this where red is anything about 18, number is 10 to 18 and green is anything under 10 and if you feel that any of them do not come high enough up that we visit your analysis, you have to be comfortable with this any risk which rates red or number should be mitigated in some way.

Now how to decide on mitigation, there are 4 main types of mitigation, action or strategy, acceptance, avoidance, limitation and transfer. Acceptance means accepting the risks, and taking no action to mitigate it, it is a reasonable strategy for a risk that will only have a small impact or is unlikely to happen and where taking any action to mitigate it would be disproportionately expensive.

But it is not going to work for every risk on your list, avoidance means making every word effort to avoid the risk, this strategy is normally very expensive and only worthwhile for really catastrophic risk that are almost certain to happen. Limitation is the most usual mitigation strategy which aims to limit either the likelihood or the impact of the risk and therefore reduce the effect that it will have on the business or project.

It is a bit like a hybrid, acceptance, oblique, avoidance, strategy. Transference is the transfer of risk to someone else who is prepared to accept it, this is a strategy used by a lot of companies to avoid having to undertake activities and which were not part of their core competencies, but would be a problem if they went wrong. It include for example outsourcing of payroll management.

Alongside the base resistor you also need to maintain an active issues list which includes all those risk which have already happened and therefore become issues and how you are managing them, this may be the same as the original mitigation or it may require different action now the

event has definitely happened, take ownership of risk management one final point and one to ignore at your peril, it is no good having the best risk analysis in the world if nobody has read it.

And nobody takes action as a result, we are already discuss regarding the risk management, but risk is management important so that you complete the task or took over the situation. So risk management and crucially the thinking about what could possibly go wrong and what should we do to prevent it, should be a key part of your strategy development, it needs to be integral to your organization at all levels.

Now seeking constant feedback to work out how to improve, this is also one of the important aspects in life as much as in work, it is important to know how to provide feedback to others effectively and constructively without causing offence. There are many opportunities in life for providing others with feedback from commenting on the way that your colleague has carried out a task to discussing your children's behaviour with them.

Being committed to personal or organizational goals and going the extra mile to achieve them, actively seeking out opportunity and seizing them when they occur, that is to say that you have to alert, need to point out that when and where you have to take the appropriate action, courage is not the absence of fear, courageous people do feel fear but they are able to manage and overcome their fear. So that it does not stop them taking action.

They often use the fear to ensure that they are not overly confident and that they take the appropriate actions, courage is a highly tried virtue and many famous and respected people have spoken or written about it over the years. We probably all have an idea of what we mean by courage or bravery as it is sometimes known. So being able to deal with set back and continue to pursue goal despite obstacles.

We should have this courage, resilience is the rubber ball factor the ability to bounce back, bounce back in the event of adversity, put simply resilience is the ability to cope with and rise to the inhabitable challenges, problems and setbacks you meet in the course of your life and come

back a stronger from them. Well I am unsure some time it happens I am unsure of my ability to achieve the goals I said for myself.

And such kind of quiz you need to go for when working on my goals I put in maximum effort and work even harder if I have suffered a setback. I regularly set goals and objectives to achieve my vision for my life. I think positively about setting goals and making sure my needs are met. I use rewards and consequences to keep myself focused. For example if I finish my report **on** on time I allowed myself to take a coffee break.

I believe that if I work hard and apply my abilities and talents I will be successful that kind of faith I have, I worry about their owners and getting things done which causes stress and anxiety, when an unexpected event returns or jeopardize my goal, I tend to walk away.

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- Aim for high goals but in a realistic mindset.
- Set your goals clear.
- Never loose your focus and utilise knowledge.
- Remember change is in evitable.

Set a different bowl and move in a new direction when I come up with a really good idea I am surprised by my creativity, I figure it is my lucky day and caution myself not to get used to the feeling. I tend to do the minimum amount of work necessary to keep my boss, senior and my team satisfied. I tend to worry about why would not reach my goals and I often focus on why something probably would not work.

I create a vivid and powerful vision of my future, success before embarking on a new goal, well these are the important points of self motivation and I have shared with you my own ideas, my own experience to get the thing done. I have seen personally that several time you get confused

baffled, what to do, not to do and why do. That is also very important question and this is the time when you need to look into yourself.

What are the priorities, why you want to get the thing done and you have to set the question list one by one, you think over and then you decide. That is why risk management factor because whenever you do anything suppose you are preparing for competition examination and in my opinion competitive exam is just hit and miss, if you are lucky I mean you can get through and not even I would not say unlucky.

But if you fail it does not mean that you are worthless and here what is required that you have to develop the inner strength. I also discussed resilience, you need to look into that what else is required and with a firm determination you need to move ahead forward, well I have been working for a considerable years I am ambitious no doubt but yes of course I am not over ambitious, but ambition with the design with his strategy is going to help you.

Ambition is a good thing but how to get that that you have to decide and for that you have to make a very successful strategy that is why I said that wanted to do something and motivated yourself to actually do it are 2 different things introspection is also very important before doing anything, look into yourself try to find out that are you comfortable to do this or you can complete this within the set frame of time I am not then what kind of strategy should be evolved. And here comes your determination, your faith, your intellect and brainstorming.

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- Risk management is the key right motivation.
- Practice brainstorming to get all ideas out.
- Remember to do discussions.
- Keep analysing at constant intervals.

If you keep on thinking for your work, for your task and supposed to achieve task I am sure that you could be able to get the desired kind of result, very important thing I want to tell you that never get discouraged, disappointed, disheartened in your life, it happens. It happens with me also several times, suppose I am applying for some fellowship, sending my paper to a very high quality journal.

But if I get the reply in navigation for a moment I find myself bewildered, shattered, disheartened, but within a minute I regain my strength, thinking something else that ok I will do it again and I will get it if not this some other thing, well if you have faith in yourself you can do it because your mind is your real being, with these words I want to conclude till then thank you very much develop faith in yourself bye.