How to Submit a Goal that is currently in Draft

1. Log into Talent@GW by visiting go.gwu.edu
2. Hover over Performance, then select Goals
3. Select the drop down arrow on the right hand side on the draft goal, then click Edit
4. At the bottom of the page, click Submit.

5. When you are done submitting all your goals, click Send Approval Request to send an email to your supervisor.