

SMART goal!

Specific

What exactly will you accomplish?
State what you want to accomplish, why you want to do it, who will be working in the team and when do you want to start it.

Measurable

How will you know when you have reached this goal?
Determine what will be the ways to measure the progress.

Achievable

Are you able to achieve the goal in that timeframe?
Identify the skills to achieve the goal and what is it that motivates you towards achieving the goal?

Realistic

Why is this goal significant to your life?
State the reason you are setting the goal and if it is aligned with the overall objectives.

Timeframe

When will you achieve this goal?
Identify what will be the deadline and if it is realistic or not.

What is a SMART goal?

Today's date:

Target date:

Start date:

Date achieved:

S

1. What makes your goal SPECIFIC?

- What is the desired result? (who, what, when, why, how)

M

2. How can you MEASURE your goal?

- How will you know when you have reached this goal?
- How can you measure progress?

A

3. How will you be ACHIEVING your goal?

- What skills are needed?
- What resources are necessary?
- How does the environment impact goal achievement?
- Does the goal require the right amount of effort?

R

4. What makes your goal RELEVANT?

- How will you know when you have reached this goal?
- How can you measure progress?

T

5. What is the TIMELINE for your goal?

- When will this goal be achieved?
- Is the deadline realistic?

Make your SMART goal!

Today's date:

Target date:

Start date:

Date achieved:

S

1. What makes your goal SPECIFIC?

M

2. How can you MEASURE your goal?

A

3. how will you ACHIEVING your goal?

R

4. What makes your goal RELEVANT?

T

5. What if the TIMELINE for your goal?