

## Transition Portfolio SMART Goals

**“The future doesn’t just happen, it is created...our destiny is not in the stars, but in ourselves. We may need to follow in the wake of those who have gone before, but what we do and where we go is ultimately up to us. The attitude of initiative is an ongoing state of exploration that is never finished...a journey that never ends.”**

### SMART Goals

**Specific** Your goals are straightforward and emphasize what you want to happen. They help **us focus our efforts** and **clearly define what we are going to do**. You include **WHAT** you are going to do, **WHY** it is important to accomplish, and **HOW** you are going to do it.

Example: Instead of saying that I want to improve my grade in my English class, I would say that I want to improve my grade in English from a C to a high B by the end of second quarter. I want to do this to help improve my overall GPA. I am planning on doing this by ensuring that I turn in all homework assignments (I will track them with my planner) and spending at least one half hour per night on English work (homework and/or reading).

**Measurable** If you can’t measure it, you will not be able to manage it. Focus on goals that can be measurable. For example, I want to be a better reader is not measurable, but saying that I want to read three books between now and Christmas is. Have **target dates** and celebrate when you’ve met your goals.

**Attainable** When you identify **goals that are important to you**, you begin to figure out ways you can make them come true. You develop attitudes, skills, and financial capacity to reach them. You begin seeing previously overlooked opportunities to bring yourself closer to the achievement of your goals. Goals that are too far out of reach, you probably won’t commit to doing. A goal needs to stretch you “slightly” so you feel you can do it and it will need a commitment from you.

**Realistic** The goals should **align with your interests, abilities, and plans** for the present and future.

**Timely**    **Set a time frame** for your goal. By putting an end point it gives you a clear target to work towards. If you don't set a time the commitment is too vague. It tends to not happen because you feel you can start at any time...there is no urgency.

Below are 2 examples of SMART goals for post high school education/training:

By January 1, 2015 I will have applied to Central Washington University, Western Washington University, and the University of Washington. Although my first choice is the UW, I believe that all three schools have effective programs for secondary educators. I already have the applications for all three schools and over Christmas Break (at the latest) I will finish completing and mailing them. I plan on spending 1 hour each Sunday between now and Jan.1<sup>st</sup> to ensure I get them completed on time.

I will write my three personal statement essays for admission to Central Washington University, Western, and the UW. These are important because I will not be able to send in my applications without completion of this requirement. My UW essay will be completed by Oct. 14<sup>th</sup> as it is a requirement for my transition portfolio. My Central application will be completed by Nov. 20<sup>th</sup> and my Western application will be completed by Nov. 23<sup>rd</sup>. Every night, (after Oct. 14<sup>th</sup> ) until these essays are done, I will devote one half hour of time to complete these papers.

### **RS/Cohort Transition Portfolio SMART Goal Requirements:**

#### **SMART Goals:**

#### **One Academic Goal**

#### **One Career Goal**

#### **One Personal Goal**