

SMART GOALS

S

SPECIFIC

What EXACTLY do I want to accomplish?

M

MEASURABLE

How will I know when I meet my goal?

A

ATTAINABLE

Is it possible to meet my goal by my timeline?

R

RELEVANT

Is this goal worth working hard to accomplish?

T

TIMELY

What is my deadline to meet this goal?

Action Plan

MY GOAL IS:

STEPS TO ACHIEVING MY GOAL:

DESCRIPTION	TIME ESTIMATE	COMPLETION DATE

WHAT MAY GET IN THE WAY OF ME REACHING MY GOAL?	WHAT WILL I DO IF THIS HAPPENS?

HELPFUL TOOLS AND RESOURCES: