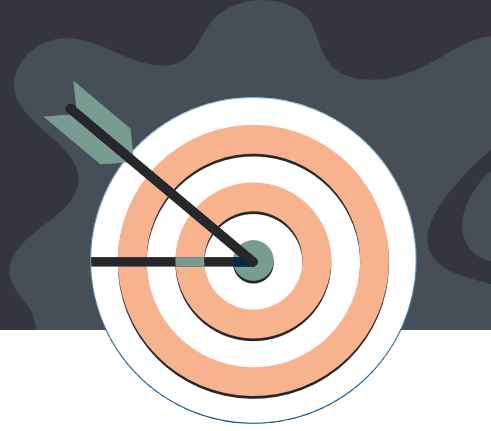


SMART GOAL SETTER



Step 1: Write down your goal in as few words as possible

My goal is to:

Step 2: Make your goal detailed and SPECIFIC

Answer who/what/where/how/when:

HOW will you reach this goal? List three actions steps you will take (remember to be specific):

1.

2.

3.

Step 3: Make your goal MEASURABLE

Add details on how you will measure and track your goal.

I will measure/track my goal by:

I will know I've reached my goal when:

Step 4: Make your goal ATTAINABLE

What additional resources do you need for success?

Items I need to achieve this goal:

How I will make time to achieve the goal:

Things I need to learn more about:

People I can talk to for support:

Step 5: Make your goal RELEVANT

List WHY you want to reach this goal:

Step 6: Make your goal TIMELY

Put a deadline on your goal and set some benchmark dates

I will reach my goal by:

My halfway measurement will be:

on

Additional dates and milestones I'll aim for:

Additional dates and milestones I'll aim for: