

SMART Goals

S	Specific What am I going to do? Why is this important to me?
M	Measurable How will I measure my success? How will I know when I have achieved my goal?
A	Attainable What will I do to achieve this goal? How will I accomplish this goal?
R	Relevant Is this goal worthwhile? How will achieving it help me? Does this goal fit my values?
T	Time-Bound When will I accomplish my goal? How long will I give myself?

Action Plan

My goal is: _____

Date to Finish	How will I measure my success

Steps to achieving my goal

Description	Time Estimate	Completion Date

Obstacles that may arise	How I will respond

Helpful Tools	Helpful Resources