

SMART Goals

Specific

- What exactly do you want to achieve, in as much detail as possible?

Measurable

- How will you know when you have accomplished your goal? What evidence shows you have completed it?

Achievable

- Are you willing and able to do this goal? What barriers can you anticipate?

Realistic &
Relevant

- What change are you hoping to affect by reaching your goal? ? What outcome should result from reaching your goal?

Time Based

- When will you complete your goal? Set a deadline.