

SMART Goals Worksheet

This worksheet can be used to develop clearly defined, effective goals.

S	Specific What am I going to do? Why is this important to do at this time? What do I want to ultimately accomplish? How am I going to do it?
M	Measurable How will I know that I have reached my goal?
A	Attainable Can I see myself achieving this goal? Can I break it down into manageable pieces?
R	Realistic Is the goal too difficult to reach? Too easy?
T	Timely What is my target date for reaching my goal?