

## SMART Goals Worksheet

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

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| <b>S</b> | <b>Specific</b><br>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? |
| <b>M</b> | <b>Measurable</b><br>How will I know that I have reached my goal?   |
| <b>A</b> | <b>Attainable</b><br>Can I see myself achieving this goal? Can I break it down into manageable pieces?  |
| <b>R</b> | <b>Realistic</b><br>Is the goal too difficult to reach? Too easy?   |
| <b>T</b> | <b>Timely</b><br>What is my target date for reaching my goal?   |