

SMART GOALS

S

SPECIFIC

- Who: is involved?
- What: What do you want to accomplish?
- Where: Where will you complete the goal?
- When: When do you want to do it?
- Which: Which requirements and constraints get in your way?
- Why: Why are you doing it?

M

MEASURABLE

- These goals are defined with precise times, amount, or other units - essentially anything that measures progress toward a goal
- A measurable goal statement answers questions starting with "how," such as "how much," "how many" and "how fast".

A

ATTAINABLE

- Attainable goals stretch the limits of what you think is possible. While they're not impossible to complete, they're often challenging and full of obstacles.

R

RELEVANT

- Relevant goals focus on what you truly desire.
- They are the exact opposite of inconsistent or scattered goals. They are in harmony with everything that is important in your life, from success in your career to happiness with the people you love.

T

TIME - BOUND

- Time - bound goals have specific deadlines. You are expected to achieve your desired outcome before a target date.
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YOUR SMART GOAL STATEMENT