

# SMART Goals

< **Specific** >< **Measureable** >< **Action-Oriented** >< **Relevant** >< **Time-Bound** >

**SMART:** Using very clear and concise language, what is my specific goal? \_\_\_\_\_

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**MEASUREABLE:** How can I track progress of my goal? How will I know when I've achieved it? \_\_\_\_\_

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**ACTION-ORIENTED:** What actions am I prepared to take to move toward my goal? \_\_\_\_\_

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**RELEVANT:** Is my goal and action plan truly relevant to what I desire? \_\_\_\_\_

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**TIME-BOUND:** Have I set a time-frame by which I'd like to accomplish my goal? Have I ensured the time-frame is reasonable? \_\_\_\_\_

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