SMART Goal Worksheet

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Today’s Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Goal Completion Deadline: \_\_\_\_\_\_\_\_\_\_\_\_\_\_­\_\_\_

My goal is: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Answer the questions below to help develop and clearly define your goal**

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| **S** | **SPECIFIC:**What am I going to do?Why is this important?What do I want to accomplish? |  |
| **M** | **MEASURABLE:**How will I know that I have reached my goal?What will I receive for completing my goal? |  |
| **A** | **ATTAINABLE:**Can I see myself achieving this goal?Can I break it down into manageable pieces?What do these pieces look like? |  |
| **R** | **REALISTIC:**Is the goal tool difficult to reach?Too easy?What are some potential challenges I will have to overcome? |  |
| **T** | **TIMELY:**What is my anticipated date of completion?Are there official deadlines to this goal? |  |

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