



## S.M.A.R.T. GOAL WORK SHEET

GOAL:

Check



1. SPECIFIC

*What exactly or specifically do you want to accomplish?*

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2. MEASURABLE

*How will you measure your progress? How will you know when you have achieved your goal?*

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3. ACHIEVABLE

*Will you realistically be able to achieve this goal? Do you need to acquire new skills or involve other people to realize your goal?*

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4. RELEVANT

*Does your goal fit in with your overall life purpose? Ensure that it does not lead to personal or professional incongruence between who you want to be and who you will need to become to achieve this goal.*

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5. TIME-BOUND

*What is the specific timeline for achieving this goal? By when do you want to achieve this goal?*

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