

# S.M.A.R.T. Goal Setting

- S**pecific - What do you want to accomplish. Break it down. Be very specific.
- M**easurable – Quantify your goal. Put some concrete numbers down here.
- A**ttainable - Can your goal be achieved within the bounds of what you are willing to commit to?
- R**ealistic - Is your goal realistic within your abilities, your comfort zone, etc.
- T**ime-Bound - Every goal should have a deadline.

**Specific Goal:** \_\_\_\_\_

**Goal Measurement:** \_\_\_\_\_

**Is Goal Attainable and Realistic? YES NO MAYBE**

- Obstacle 1: \_\_\_\_\_ Able to overcome: YES NO MAYBE (circle one)
- Obstacle plan: \_\_\_\_\_
- Obstacle 2: \_\_\_\_\_ Able to overcome: YES NO MAYBE (circle one)
- Obstacle plan: \_\_\_\_\_
- Obstacle 3: \_\_\_\_\_ Able to overcome: YES NO MAYBE (circle one)
- Obstacle plan: \_\_\_\_\_

**Goal Deadline:** \_\_\_\_\_

**Next Steps/Action Items:**

- \_\_\_\_\_ Due Date: \_\_\_\_\_
- \_\_\_\_\_ Due Date: \_\_\_\_\_
- \_\_\_\_\_ Due Date: \_\_\_\_\_
- \_\_\_\_\_ Due Date: \_\_\_\_\_
- \_\_\_\_\_ Due Date: \_\_\_\_\_
- \_\_\_\_\_ Due Date: \_\_\_\_\_
- \_\_\_\_\_ Due Date: \_\_\_\_\_
- \_\_\_\_\_ Due Date: \_\_\_\_\_
- \_\_\_\_\_ Due Date: \_\_\_\_\_
- \_\_\_\_\_ Due Date: \_\_\_\_\_

**Actual Completion Date:** \_\_\_\_\_ **Celebrate!**