S.M.A.R.T. Goal Worksheet

Goal:

1. **Specific:** What will the goal accomplish? What exactly will be done, by when, by whom, for what result?

2. **Measurable:** How will you measure the goal? How will you know if you have been successful?

3. **Attainable:** Is the goal realistic and reasonable and can be achieved in a specific amount of time?

4. **Realistic:** Is it possible? Have others done it successfully? Do they / you have the necessary knowledge, skills, abilities, and resources to accomplish the goal? Will meeting the goal challenge you without defeating you?

5. **Time-bound:** What is the established completion date and does that completion date create a practical sense of urgency?

Revised Goal: