**SMART Goal Worksheet**

Today’s Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Target Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Start Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Achieved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Goal #1: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Verify that your goal is SMART**

**Specific:** *What are you wanting to achieve?*

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**Measurable:** *How will you know your goal is met?*

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**Achievable:** *Is this goal achievable within the set timeframe? Are you prepared to put the effort in? Do you have the resources to achieve this goal? If not, how will you get them?*

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**Relevant:** *Why is this goal significant for YOU?*

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**Timely:** *When will you accomplish this goal?*

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**The benefits of completing this goal are:**

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**Take Action!**

**Potential Obstacles Their Potential Solutions**

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**Who are the people you will ask to help you?**

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**Specific Action Steps:** *What steps need to be taken to get you to your goal?*

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**SMART Goal Worksheet**

Today’s Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Target Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Start Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Achieved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Goal #2: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Verify that your goal is SMART**

**Specific:** *What are you wanting to achieve?*

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**Measurable:** *How will you know your goal is met?*

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**Achievable:** *Is this goal achievable within the set timeframe? Are you prepared to put the effort in? Do you have the resources to achieve this goal? If not, how will you get them?*

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**Relevant:** *Why is this goal significant for YOU?*

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**Timely:** *When will you accomplish this goal?*

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**The benefits of completing this goal are:**

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**Take Action!**

**Potential Obstacles Their Potential Solutions**

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**Who are the people you will ask to help you?**

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**Specific Action Steps:** *What steps need to be taken to get you to your goal?*

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**SMART Goal Worksheet**

Today’s Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Target Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Start Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Achieved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Goal #3: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Verify that your goal is SMART**

**Specific:** *What are you wanting to achieve?*

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**Measurable:** *How will you know your goal is met?*

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**Achievable:** *Is this goal achievable within the set timeframe? Are you prepared to put the effort in? Do you have the resources to achieve this goal? If not, how will you get them?*

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**Relevant:** *Why is this goal significant for YOU?*

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**Timely:** *When will you accomplish this goal?*

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**The benefits of completing this goal are:**

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**Take Action!**

**Potential Obstacles Their Potential Solutions**

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**Who are the people you will ask to help you?**

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**Specific Action Steps:** *What steps need to be taken to get you to your goal?*

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