



## SMART Goal Worksheet

Today's Date:

Target Date:

Start Date:

Date Achieved:

Goal:

### **Make sure that your goal is SMART**

**Specific:** *What exactly will you accomplish?*

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**Measurable:** *How will you know when you have reached this goal?*

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**Achievable:** *Is achieving this goal realistic with effort and commitment? Have you got the resources to achieve this goal? If not, how will you get them?*

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**Relevant:** *Why is this goal significant to your life?*

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

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**This goal is important to me because:**

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**The benefits of achieving this goal will be:**

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**Action**

**Potential Obstacles**

**Potential Solutions**

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**Who are the people you will ask to help you? What are the resources that you will need?**

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

<b>What?</b>	<b>Expected Completion Date</b>	<b>Completed</b>
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