

SMART GOALS WORKSHEET



GOAL		
Be specific and concise. Include how you'll measure progress and when you'll achieve the goal.	MY GOAL IS...	<input checked="" type="checkbox"/>
	Specific	S
	Measurable	M
PURPOSE		
Why is the goal relevant? What are the benefits?	Attainable	A
	Relevant	R
	Time bound	T
CHALLENGES	COMPLETION DATE	
What could get in your way? How will you overcome?	/ /	

KEY STEPS			
How will you achieve your goal? What are the milestones and key steps?			
Description	Start Date	Complete Date	<input checked="" type="checkbox"/>

MEASURE					
Keep a log of your progress.					
Date	Measure	Date	Measure	Date	Measure