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SMART GOALS WORKSHEET

Goal setting worksheet

NAME | DATE SET | AREA OF LIFE | TARGET DATE

MY GOAL IN ONE SENTENCE

S Specific

WHAT EXACTLY WILL I DO? WHO IS INVOLVED, AND WHERE WILL IT HAPPEN?

M Measurable

WHAT NUMBER OR RESULT WILL TELL ME IT IS DONE? HOW WILL I TRACK PROGRESS?

A Achievable

IS IT REALISTIC WITH MY TIME, MONEY AND SKILLS? WHAT DO I ALREADY HAVE GOING FOR ME?

R Relevant

WHY DOES THIS MATTER TO ME NOW? HOW DOES IT FIT MY BIGGER PLANS?

T Time-bound

WHAT IS THE DEADLINE, AND WHICH CHECKPOINTS COME BEFORE IT?

OBSTACLES, AND HOW I WILL HANDLE EACH ONE

SUPPORT: PEOPLE, TOOLS, MONEY, TIME

First step (this week)

Do it by

Check-in dates

Reward when done