



SMART GOAL SETTING WORKSHEET

My goals should be specific, measurable, attainable, realistic, and timely.

Name _____ Date _____

1. What goal do I want to accomplish?

2. Make my goal detailed and **SPECIFIC**. HOW will I reach this goal be specific?

3. Make my goal is **MEASUREABLE**. Add details, measurements and tracking details. I How will I know when I accomplished my goal?

4. Make my goal **ATTAINABLE**. What do I need to learn and achieve to attain my goal?

5. What actions do I need to take to achieve this goal?



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Action 1: _____

Action 2: _____

Action 3: _____

6. Make my goal **RELEVANT** and list my reason for wanting to reach this goal. What is my big enough reason *WHY* for obtaining this goal?

7. Make my goal **TIMELY** by setting a deadline on my goal. Set some targets I like to meet.

I will reach my goal by (date): _____.

I know I reach halfway point when I: _____ on (date) _____.