

SMART GOAL WORKSHEET

SPECIFIC: WHAT DO YOU WANT TO IMPROVE?

MEASURABLE: HOW WILL YOU DETERMINE IMPROVEMENT?

ACHIEVABLE: IS THIS WITHIN YOUR CONTROL?

YES

KEEP GOING

NO?

START OVER

REALISTIC: IS THIS BELIEVABLE?

YES

KEEP GOING

NO?

WHY NOT? MAKE ADJUSTMENTS

TIMEBOUND: WHAT IS THE DEADLINE?