

SMART Goal

S Specific	Write your goal here: it should be well-defined , detailed and specific.
M Measurable	Is your goal measurable? How will you track your goal?
A Achievable	Is your goal achievable? What resources do you need to reach your goal?
R Relevant	Why is this goal relevant and important to you?
T Timely	Identify a start and finish date for your goal.
	Start Date: _____ Finish Date: _____

Action Plan: What steps do you need to take to achieve your goal?

Action Items	Expected Completion Date	Actual Completion Date
1.		
2.		
3.		
4.		

Potential Obstacles and Solutions

Potential Obstacles	Potential Solutions
1.	1.
2.	2.