

S.M.A.R.T. GOALS DEFINED



- **Specific**
Clear, concise, tangible



- **Measurable**
Dollars, volume, time, experiences



- **Actionable**
You can do something to actually make this happen



- **Realistic**
50% realistic is fine



- **Timed**
Deadlines announced, committed to

(Scheduling Institute, 2014)

S.M.A.R.T. GOALS LOG

	Day:	Date:	Time:
My S.M.A.R.T. goal is:			
Break down this goal into the 5 S.M.A.R.T. categories:	Specific:		
	Measurable:		
	Actionable:		
	Realistic:		
	Time-limited:		
To achieve this goal, I will use these supports (people, resources, tools, skills, etc.):			
I can also use these memory aids (or other strategies):			