

# SMART Goals

In order for your goals to work they must be SMART goals. Use these explanations and examples to write out your goals.

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**S** **Specific**: Your Goal should answer the questions of what, why, and how.

**M** **Measurable**: Your goal should be measurable so that you have specific proof that you have accomplished the goal.

**A** **Achievable**: Your goal should make you feel challenged but with the right knowledge, skill, and ability you can still accomplish the goal.

**R** **Realistic**: Your goal should not be set so high that you can't accomplish it. It should be a reasonable and accomplishable goal.

**T** **Timely**: Your goal should be able to be given a specific time frame for completion.