

Setting SMART Goals

Set Goals so you can accomplish more

Specific

Develop small specific goals that answer:

Who is involved?

- What do I want to accomplish?

Where am I going to do this?

When will this occur?

Which parts of the goal are critical?

Why do I want to accomplish this goal?

Measurable

How will I know when the goal is accomplished?

Attainable

How is this important to you?

Realistic (Reachable and Relevant)

Is this goal that is reachable?

Timely

Is your goal defined in a time period?

Extra Ideas:

- *Tell your goals to others so they can help.*
- *Develop study teams with common goals.*
- *Celebrate your successes & reflect on your past.*

Use SMART goals in your life to accomplish the many tasks that work toward your goals.

RMoore 1988 /02