



SMART Goals Worksheet

SMART Goals

Element	Guiding Questions	Your Notes
S – Specific	What am I going to do? Why is this important to me?	
M – Measurable	How will I measure my success? How will I know when I have achieved my goal?	
A – Attainable	What will I do to achieve this goal? How will I accomplish this goal?	
R – Relevant	Is this goal worthwhile? How will achieving it help me? Does this goal fit my values?	
T – Time-Bound	When will I accomplish my goal? How long will I give myself?	

Action Plan

Step	Task/Action	Resources Needed	Deadline	Progress Checkpoint
1				
2				
3				

Obstacles and Responses

Obstacles That May Arise	How I Will Respond