



SMART GOALS

The SMART worksheet is an effective coaching tool used to provide focus and structure around setting goals . Use the questions below to create your own personal or professional goals.

S	<p><u>SPECIFIC</u></p> <p>What do I want to accomplish?</p>	
M	<p><u>MEASURABLE</u></p> <p>How will I define and measure my success?</p>	
A	<p><u>ATTAINABLE</u></p> <p>How can the goal be accomplished? What resources are needed? How will I leverage my strengths?</p>	
R	<p><u>RELEVANT</u></p> <p>How does this goal align with my values and what is important to me?</p>	
T	<p><u>TIMELY</u></p> <p>When can I accomplish this goal? Set smaller goals under your main goal and identify a timeline for each one.</p>	

