

SMART Goal Setting Worksheet

My long term goal is: _____

Why is this goal important to me?

I will know I have achieved my goal when:

I will achieve this goal by (date):

Action plan to achieve my goal:

Some goals are achieved over a long period of time therefore, it is a good idea to include short term goals.

These short term goals help you stay on track and measure your progress.

Short term goal #1:

Short term goal #2:

SMART Goal Checklist

Is my goal:

Specific

Measurable

Attainable

Reasonable

Time-bound

