

S.M.A.R.T. Goal Worksheet

Use this worksheet as a guide for writing your SMART goals.

Part 1: Identify your goal

Write your goal in the space below.

Part 2: Is your goal S.M.A.R.T?

Evaluate the goal you listed above according to the SMART criteria. If you can answer yes to all of the following questions, your goal is SMART.

<i>Is your goal...</i>	<i>YES</i>	<i>NO</i>
SPECIFIC: Can you describe the details?		
MEASURABLE: Can you measure the goal using quantitative or qualitative assessments?		
ATTAINABLE: Can you achieve this goal?		
REALISTIC: Will your current environment and existing constraints allow you to reach this goal?		
TIME-BOUND: Have you set a deadline for yourself?		

If you answered NO to any of the criteria above, you may want to consider rewriting your goal. Rewrite your new SMART goal in the space below.
