

My S.M.A.R.T. Goal

S pecific	What do I want to accomplish?
M easurable	How will I measure my success? How will I know when I have achieved my goal?
A chievable	What will I do to achieve this goal? How will I accomplish this goal?
R elevant	Why is this goal important to me? How does it align with my values?
T ime-bound	When will I accomplish my goal? When is my desired completion date?

My Action Plan

My goal:

Anticipated Completion Date	How will I measure my success?

Steps to Achieving my Goal

Description	Time Estimate	Completion Date

Obstacles that may arise	How I will respond

Helpful Tools & Resources
