

GOAL SETTING WORKSHEET

SMART GOALS

Specific

Measurable

Action-Oriented

Relevant

Time-Oriented

DEFINE GOALS

1	
2	
3	

BREAK EACH GOAL INTO SMALLER MEASURABLE AND ATTAINABLE STEPS

GOAL			
	STEP DESCRIPTION	TIME REQUIRED	SET DEADLINE

FURTHER PLANNING

DETAIL REQUIRED RESOURCES
DEFINE POTENTIAL OBSTACLES
PLANS FOR OVERCOMING OBSTACLES

DESIRED OUTCOME

DEFINE MEASUREMENTS FOR SUCCESS
DESCRIBE OUTCOME OF ACHIEVED GOAL

