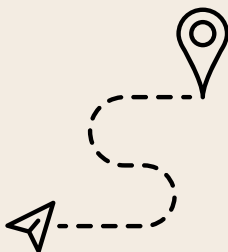


# 5 Steps to writing SMART GOALS

1

## Specific

Be specific about the goal you wish to accomplish. Ask yourself the who, what, when, where and why of the goal.



2

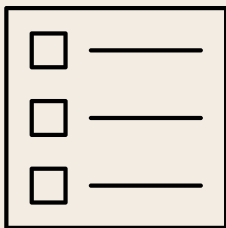
## Measurable

What are the metrics you will use to determine whether or not you have met your goal? How will you collect data to measure the outcomes?

3

## Achievable

Make sure that you are able to realistically accomplish your goal. Identify any barriers and deficiencies that will need to be addressed.



4

## Relevant

Your goal should be aligned with the broader goals of the bigger picture you have set for yourself. It should make sense for your desired outcome.

5

## Time-Bound

Giving your goal a time frame for completion helps to keep you focused. A realistic timeframe will keep you accountable and assist in measuring your progress.

