

smart goals

S	M	A	R	T
SPECIFIC	MEASURABLE	ATTAINABLE	RELEVANT	TIME MEASURED
<ul style="list-style-type: none">• State exactly what you want to accomplish• Use action words	<ul style="list-style-type: none">• Provide a way to evaluate• Use metrics or data targets	<ul style="list-style-type: none">• Within your scope• Possible to accomplish	<ul style="list-style-type: none">• Your goals should align with your values and long term objectives	<ul style="list-style-type: none">• State when you'll get it done• Be specific on date or time frame

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