

SMART Goal Paper

Think about any goal that you would like to achieve, then type and/or complete the following assignments on your own paper:

Specific

- **Who** –

Who is involved with you or who can assist you with achieving this goal?

- **What** –

What is that you would like to accomplish
Identify the requirements and the constraints

- **Where** –

Where are you going to work on this goal?

- **When** –

Set a deadline for achieving this goal.

- **Why** –

Why do you want to achieve this goal?

Measurable

Ask yourself, How Much? How Many? Or how will I know that I have achieved this goal?

Write a paragraph describing your answers to the previous questions

Attainable

List what the required attitudes, skills, abilities, financial costs are required to achieve this goal?

List your strengths as they relate to your goal

List your weakness as they relate to your goal

Realistic

To be a realistic, you must be able and willing to do what is required to achieve the goal. The harder the goal is, the more motivated you will be to achieve it. Easy goals don't provide for as much motivation.

Write a paragraph about your strengths and weakness and what you need to work on to achieve this goal.

Timely

What is your deadline: _____

Be specific on when you achieve your goal. If you believe you can do it realistically, then you will have more of a sense of urgency and motivation to work towards your goal.