SMART (ER) Goals

Specific
Explain it so anyone can understand. Use specific details and descriptive word choices. Take the first step with the last step in mind.
Cleary written goals are easier to achieve.

Measurable
Use actual measurable concrete details. It should be clear to anyone that this goal is complete or not. Some goals need to be re-evaluated from time to time, don't be discouraged.

Achievable
The goal should be realistic. What obstacles may be in the way from achieving this goal? (Maybe need to make a short term goals to accomplish them as part of this goal) Does it push you past your comfort zone?

Relevant
The goal should matter to you. If should make an impact for change in your life. It should be a bit personal. It's your goal. It should matter.

Timely
Goals should have a time frame. If you don't have a measurable time frame you will not know when you have achieved your goal, it will be pushed into the future and you will not become smartER by the evaluation and readjustment of a goal.

> **Short Term Goals** – Less than 1 year
> **Mid-Range Goals** – More than 1 year but less than 5 years
> **Long Term Goals** – More than 5 years

(Some goals will need to be broken down into smaller goals)

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Evaluate
During difficult times of the process of accomplishing the goal or if the Time frame has elapsed and the goal has not been achieved, take some time and evaluate and see if there are things you can do to eliminate road blocks and hinderances.

RE-adjust
Make adjustments to your goals to help get achieve it more efficiently, make breaking it into smaller goals.

Verify that your goal is **SMART**

Smart Goal _____ **Date** _____

Specific: Explain it so anyone can understand.

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Measurable: Can it be measured? How will you know this is achieved?

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Achievable: Is this goal realistic? What can hinder you from accomplishing this goal? Does this goal take that into consideration? Does it push you past your comfort zone?

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Relevant: Is this important to you?

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Timely: Is this a short term, long term, mid-range goal?

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Evaluate: Is this working as planned, what road blocks are in the way?

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Re-adjust: What needs to change to help achieve this goal?

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A good youtube video   https://www.youtube.com/watch?v=1-SvuFIQjK8