

20 SMART Goals for Small Business Owners



My business will make an additional \$5,000 in revenues in the next 12 months.

Within the next 8 months, I will attend 2 conferences related to my business.

I will do my business budgeting once each month to know where I stand with my income and debt.

I will attend local business mixer events twice each month to promote my business.



I will do something special for my employee(s) each month to show my appreciation for them.

I will find a different business telephone plan to save at least \$25 per month on my bill.

I will write 2 to 5 "thank you" cards to send each month.

Business cards will be passed out to 25 people each month for the next 12 months.

I will send holiday cards to my contacts and clients this year.

My tax paperwork will be filed on time this year and taxes will be paid before their due date.

I will read 4 books on growing and succeeding in business in the next 12 months.

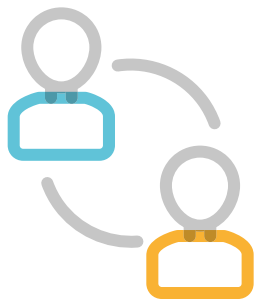


The business will change from a sole proprietorship to a corporation this year.

I will clean out my email inbox once each month for organizing and decluttering.

I will work with 6 new business owners in the next 12 months to have a collaborative relationship.

All voicemail messages will be returned within 24 hours to improve customer service.



I will organize my desk once each month and get rid of all unnecessary items for decluttering.

I will purchase 1 piece of new technology for my business this year that will help me perform better in my operations.

The website will be updated with new content once each week, or more.



I will prepare a 1- to 2-page newsletter to send out to my contacts once each month.

I will pay off \$5,000 in business credit card debt this year.