

SMART Goals



Goals should be clear and specific, answering the questions of who, what, where, when, and why. This helps focus your efforts and clarifies what you want to achieve.



MEASURABLE

Goals should have criteria for measuring progress. This often involves quantifiable metrics or indicators that help you track your advancement and determine when the goal has been



ACHIEVABLE

Goals should be realistic and attainable. They should challenge you but still be possible given your resources, skills, and constraints. This ensures that you remain motivated and avoid setting yourself up for failure.



RELEVANT

Goals should align with broader objectives or values. They should matter to you and be relevant to your overall purpose, ensuring that the effort you invest will have meaningful outcomes.



TIME-ORIENTED

Goals should have a deadline or a defined timeline for completion. This creates a sense of urgency and helps prioritize tasks, keeping you focused on achieving the goal within a specific timeframe.

Take it day by day.

Now, take a moment to write out a goal, with steps, that align with the above.