|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **SMART GOALS** | **S**pecific | **M**easurable | **A**ction-Oriented | **R**elevant | **T**ime-Oriented |

**DEFINE GOALS**

|  |  |
| --- | --- |
| **1** |  |
| **2** |  |
| **3** |  |
| **4** |  |
| **5** |  |

**BREAK EACH GOAL INTO SMALLER MEASURABLE AND ATTAINABLE STEPS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **GOAL** | |  | | |
| **ACTION STEP DESCRIPTION** | | | **TIME REQUIRED** | **SET DEADLINE** |
|  |  | |  |  |
|  |  | |  |  |
|  |  | |  |  |
|  |  | |  |  |
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|  |  | |  |  |

**FURTHER PLANNING**

|  |
| --- |
| **REQUIRED RESOURCES** |
|  |
| **DEFINE POTENTIAL OBSTACLES** |
|  |
| **PLANS FOR OVERCOMING OBSTACLES** |
|  |

**DESIRED OUTCOME**

|  |
| --- |
| **DEFINE MEASUREMENTS FOR SUCCESS** |
|  |