SMART Goals Worksheet

Name _____ **Date** _____

My initial goal _____

	Question to answer	My answer
S Specific	What exactly will I achieve? Who is involved?	
M Measurable	How will I measure progress and know I've succeeded?	
A Achievable	Do I have the skills and resources? What might get in the way?	
R Relevant	Why does this goal matter? How does it fit bigger goals?	
T Time-bound	What is the deadline? What are the milestones?	

My SMART goal

Action steps

Step	Due date	Done
		☐
		☐
		☐
		☐
		☐

Check-ins

Check-in 1 _____ **Check-in 2** _____ **Check-in 3** _____