



## PERSONAL GOAL

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Setting goals is a good start, and to make sure that you achieve your goals, let's make sure you we make smart goals. The formula for smart goals is SMART!

**SPECIFIC.** Make sure your goal is specific. Not, "I want to lose weight." But, "I want to lose 20 pounds."

**MEASURABLE.** Include a way to measure your progress. "I will weigh once a week and record my weight."

**ATTAINABLE.** This element is about what is realistic when you consider the availability of resources, knowledge, and time. Not, "I will lose 20 pounds this week," but "I will lose an average of 2 pounds a week."

**RELEVANT.** The goal should be important to you and should make an impact on achieving your larger objectives. Suppose you want to be healthier, then losing weight is a goal toward your ultimate objective.

**TIME-BOUND.** Your goal needs a period and a completion date, otherwise you have nothing propelling you to finish.

Goal: \_\_\_\_\_

Is your goal **Specific**?      Revise your goal to eliminate vague words and make them exact.

Is your goal **Measurable**?      How will you measure your progress?

Is your goal **Attainable**?      Is your goal realistic? What resources do you need? \_\_\_\_\_

Is your goal **Relevant**?      Why is your goal important? Is it part of a larger goal or plan?

Is your goal **Time-Bound**?      By what date will you attain your goal? \_\_\_\_\_

**ACTION PLAN:** Below, list the steps you need to take to attain your goal.

Step 1:

Step 2:

Step 3: