SMART GOAL:

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| **Specific** | * What do I want to accomplish? * Why do I want to accomplish it? * What are the requirements? * What are the constraints? |  |
| **Measureable** | * How will I measure my progress? * How will I know when I have accomplished my goal? |  |
| **Achievable** | * How can the goal be accomplished? * What is one logical step I can take? |  |
| **Relevant** | * How long will it take to accomplish my goal? * Is this the right time? * Do I have the necessary resources to accomplish this goal? |  |
| **Time-Bound** | * How long will it take me to accomplish this goal? * When will this goal be complete? * When will I know this is complete? |  |