

Adjusting for Life: Goal Setting

Writing SMART Goals

S = Specific. Details, details, details! Details are everything to goal setting.

M = Measurable. How much, how many, how will you know when you have achieved your goal?

A = Attainable. You want your goal to be within your reach, but high enough that you have to go for it.

R = Relevant and Realistic. It must be relevant to you and accomplishable with your resources.

T = Timely. Put a date on it.

SPECIFIC

Be very clear in what you want to achieve.

MEASURABLE

How will you know when you have achieved your goal? What will you be doing at that time? What will others notice you doing? What will be different? What will you have started or be doing regularly? What will you have stopped or be doing less of?

ACHIEVABLE

Ensure your goals are not too high. Don't set yourself up to fail! Now, break the goal down very small, discreet steps. Give yourself small successes to celebrate.

1. _____
2. _____
3. _____
4. _____
5. _____

RELEVANT AND REALISTIC

Is this really your goal or does it matter more to someone else? Are there any other resources you need before you can, or to help you, achieve your goal? How can you access these resources? What problems might you have? What can you do to minimize those problems?

TIME LIMITED

Set a reasonable time limit to achieve your goal (1 month, 6 months, etc) End Date: _____

Then, set specific deadlines for each of the smaller steps.

- | | |
|----------|-------------|
| 1. _____ | Date: _____ |
| 2. _____ | Date: _____ |
| 3. _____ | Date: _____ |
| 4. _____ | Date: _____ |
| 5. _____ | Date: _____ |