



S



SPECIFIC: CLEARLY IDENTIFY THE GOAL. WHAT EXACTLY NEEDS TO BE ACCOMPLISHED? WHY DO YOU WANT TO ACCOMPLISH THIS GOAL?

M



MEASURABLE: DEFINE THE GOAL IN MEASURABLE TERMS. HOW WILL YOU KNOW YOU HAVE SUCCEEDED? HOW MUCH CHANGE NEEDS TO OCCUR?

A



ATTAINABLE: CHOOSE GOALS THAT ARE REALISTIC AND MANAGEABLE. DO YOU HAVE THE RESOURCES TO ACHIEVE THE GOAL? IS THE GOAL LIKELY TO BRING SUCCESS THROUGH HARD WORK?

R



RELEVANT: MAKE SURE THE GOAL IS SOMETHING THAT IS IMPORTANT TO YOU. IS THIS A WORTHWHILE GOAL? CAN YOU COMMIT TO ACHIEVING THIS GOAL?

T



TIME: DEFINE THE TIME FRAME DURING WHICH YOU WILL ACHIEVE THE GOAL. WHAT IS THE DEADLINE FOR REACHING THE GOAL? WHEN WILL YOU BEGIN TAKING ACTION?

