**S.M.A.R.T. GOAL WORKSHEET**

Answer the following questions about your goals using as much detail as possible.

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | Long-Term Goal | Short-Term Goal |
| Specific | Who, what, why, where, when? |  |  |
| Measurable | How will you measure/track your progress? |  |  |
| Attainable | What do you need to do to make this possible? |  |  |
| Relevant | Why is it important to your other goals? |  |  |
| Timely | What is the deadline, Why? |  |  |

Long-Term Goal:

Short-Term Goal