

SMART goals worksheet

Specific Measurable Achievable Relevant Timely

What do you want to achieve?

Is it realistic & ambitious? (Specific & Achievable)

How will you know when you have reached this goal?

How will you measure your achievement? Is it marks on an assignment? (Measurable)

When do you want to achieve this by?

(Timely)

I will know I am on track because I will meet the following milestones:

Milestone 1	Milestone 2	Milestone 3

To achieve these milestones, I will need to work on the following skills:

Skill 1	Skill 2	Skill 3

To develop these skills, I will undertake these specific habits:

Habit 1	Habit 2	Habit 3