

Smart Goal

My Goal	Set your Goal here
S Specific	Your Goal should be clear, detailed, and easy to understand.
M Measurable	Can you measure your Goal? You should know when it's done.
A Achievable	Will your time, skills, and budget help you reach the Goal?
R Relevant	Is this Goal's result relevant to my long-term plans?
T Time-Bound	Mark the start date and the finish date for your Goal.

Plan of Action

Make a step-by-step plan to reach your goal.

Description	Start Date	End Date	✓

Possible Challenges and Solutions

Challenges	Solutions