



## SETTING SMART GOALS

Use this table to help you set SMART goals, so that you can stay focused on the task, monitor your progress, and feel more confident in your ever-improving abilities.

<b>Specific</b> What do you want to achieve?	
<b>Measurable</b> How will you know when you've achieved your goal?	
<b>Achievable</b> What steps do you need to take to accomplish this goal?	
<b>Relevant</b> Why is this goal worthwhile? Do you have the resources you need to achieve it?	
<b>Time-bound</b> By when do you want to achieve this goal?	