

## SMART GOAL WORKSHEET

Today's Date: \_\_\_\_\_ Target Date: \_\_\_\_\_

Start Date: \_\_\_\_\_ Date Achieved: \_\_\_\_\_

*Answer the following and see yourself succeed when you can begin with the end in mind.*

Using the two-sentence structure below fill in the blanks for your GOAL (desired outcome):

I am so happy and grateful now that

\_\_\_\_\_.

It makes me feel \_\_\_\_\_.

**Use the following to breakdown the action steps to plan out, execute and achieve your goal.**

**Specific:** Answer the following: Who? What? Where? When? How? Which? And add any additional details:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Measurable:** Track your progress / Break it down / (Lbs per week, sales per day, minutes per hour) Amount:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Achievable:** This should be achievable but not outrageous. I can achieve my goal? It is realistic? YES or YES (there is only one answer to this question)

**Relevant:** Why is this important to you? How will reaching this goal improve your life? What prices am I willing to pay? What will I need to give up in order to achieve what I desire?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Timely:** When will you accomplish this? Nothing gets accomplished without a deadline.

\_\_\_\_\_  
\_\_\_\_\_