

Goals Worksheet

Short-Term Goal - S.M.A.R.T. Plan

Specific	Define exactly what it is you want to accomplish	
Measurable	How will you know when you have accomplished your goal?	
Action-Oriented	What steps do you need to take to accomplish your goal?	
Realistic	Set realistic and achievable targets given your strengths and abilities	
Timelines	Set deadlines for reaching your goal(s)	

Long-Term Goal - S.M.A.R.T. Plan

Specific	Define exactly what it is you want to accomplish	
Measurable	How will you know when you have accomplished your goal?	
Action-Oriented	What steps do you need to take to accomplish your goal?	
Realistic	Set realistic and achievable targets given your strengths and abilities	
Timelines	Set deadlines for reaching your goal(s)	