

# Setting SMART Goals

## Breaking Down the SMART Framework

Setting goals is one thing, but ensuring they're structured in a way that sets you up for success is another. This is where the SMART framework comes in. SMART stands for Specific, Measurable, Achievable, Relevant, and Time-bound. This criteria helps you create clear, actionable goals that are both realistic and motivating.

## The SMART Framework:

S

### Specific

What exactly do you want to accomplish? Turn your general goals into specifics.

M

### Measurable

How will you track your progress? How will you measure your current reality versus desired state to identify the gaps you need to bridge.

A

### Achievable

Is this goal realistic for you? What steps do you need to take to make it achievable?

R

### Relevant

Why does this goal matter to you? Which value or area of life does it relate to?

T

### Time-bound

What is your deadline: dd/mm/yy?

# My SMART Goal Planner | Personal & Professional

What Personal or Professional goals would you like to focus on this year?

Use this planner to clarify your goals using the SMART goals framework and increase your likelihood of success through structured planning and accountability.

What is my GENERAL GOAL?									
Specific		Measurable		Achievable		Relevant		Timebound	
S		M		A		R		T	
How difficult is this goal to achieve? Scale 1-10, 10 being most difficult.									
What actions do I need to take to achieve this goal? Define the steps I will take.									
What problems may I face?									
What resources and support do I need to achieve this goal?									
How do I measure success? How do I define it?									
Who will be my accountability partner? (Name, Frequency, Method)									
How will I feel by achieving it?									
How will I celebrate success?									