

# SMART Goal Planning

|                        |                                                                               |
|------------------------|-------------------------------------------------------------------------------|
| <b>S</b><br>Specific   | What is the goal I am trying to achieve?                                      |
| <b>M</b><br>Measurable | How will I know when I have completed the goal?                               |
| <b>A</b><br>Achievable | Is this an achievable goal and in my control?                                 |
| <b>R</b><br>Relevant   | Is this small goal relevant to the ultimate goal?                             |
| <b>T</b><br>Time Bound | When will the goal be completed                                               |
| <b>The Goal</b>        | The full goal put together - "I Will complete (the goal), by (the time frame) |



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