

SMART GOAL BREAKDOWN

My Goal Is :

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IS MY GOAL S.M.A.R.T?

Yes

No

SPECIFIC: What will I specifically achieve?

MEASURABLE: How will I measure completion?

ACHIEVABLE: Is it achievable by me or my team?

RELEVANT: Is it relevant to my vision/goals?

TIME FRAMED: What are key dates, what is final date?

Write Out The Milestones And Steps You Will Need To Take To Achieve The Goal

Describe the activity required for achieving the goal

Start
By

Finish
By

1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Write Out Any Potential Roadblocks Or Challenges That Could Prevent You From Hitting Your Goal

Identify anything that could come up or hold you back from achieving the goal listed above

1	
2	
3	