

# S.M.A.R.T. Goals

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Establishing SMART goals is an exercise in providing a clear purpose and direction in your business activities.

Use this worksheet to identify 3-5 SMART business goals.

<b>S</b> Specific	What do I want to accomplish/ achieve?	1. 2. 3. 4. 5.
<b>M</b> Measurable	How will I know I am on track/ have achieved my goal?	1. 2. 3. 4. 5.
<b>A</b> Achievable	Do I have the necessary skills to reach my goal? What do I need to learn?	1. 2. 3. 4. 5.
<b>R</b> Relevant	Does the goal align with my values and my why?	1. 2. 3. 4. 5.
<b>T</b> Time Bound	When will I complete my goal?	1. 2. 3. 4. 5.