

How To Write **SMART GOALS**



S

Specific

Be clear and specific so your goals are easier to achieve. This also helps you know how and where to get started.



M

Measurable

Measurable goals can be tracked, allowing you to see your progress. They also tell you when a goal is complete.



A

Actionable

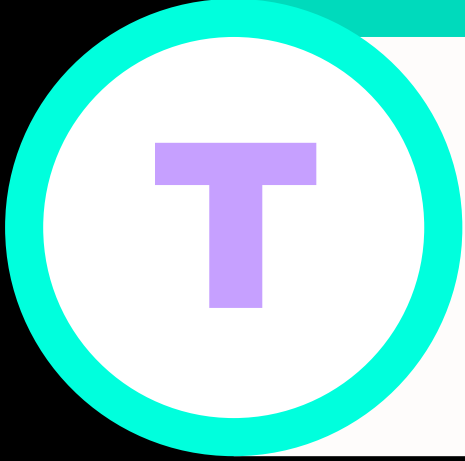
Are you able to take action and achieve your goal? Actionable goals ensure the steps to get there are within your control.



R

Realistic

To avoid extra stress and frustration, make your goal realistic.



T

Timebound

A date helps us to stay focussed and achieve our goals on time. It provides motivation and inspiration.