SMART GOALS

A goal is a written statement that describes what you will do to work towards a specific change (a success, improvement, and so on).

S = SPECIFIC
- Specific goals are much more likely to be achieved than non-specific goals.
  - Who is involved?
  - What do you want to accomplish?
  - Where? - Identify a location.
  - When? – Establish a time frame.
  - Why? – Specific reason, purpose, or benefits of achieving a goal.

M = MEASUREABLE
- Measuring progress towards a goal helps you stay on track, reach your target dates, and experience achievement. Staying on track results in a cycle that continually motivates you to put forth the effort toward reaching your goal.

A = ATTAINABLE
- At first a goal may seem too overwhelming to achieve. A goal will seem much more attainable if you can break it down into steps. Each step should be something that moves you closer to that goal.

R = REALISTIC
- Personal and situational factors may influence your ability to reach your goal. Some personal factors to consider are tiredness, physical well being, and other commitments you may have.

T = TIMEBOUND
- You should define start points and end points to your goal and maintain commitment to these deadlines. Goals without deadlines or schedules for completion tend to be put aside for the day-to-day crises that invariably arise in a person’s life.

Example

Priority: Provide dental sealants to underserved children in Indiana

SMART Objective: In 2010, provide dental sealants to at least 800 underserved children, ages 6 through 14, in Indiana, in school-based settings.
WORKSHEET

Priority:

SMART Objective: