

Be SMART and Strategic to

# Set Achievable Goals



Goals can often become lofty, unrealistic aspirations when we don't take the time to give them a clear definition. SMART is an acronym for drafting realistic career objectives. Use the space and questions below to construct your own achievable goal.

## Specific

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*What will be accomplished?  
What actions will take place?*

## Measurable

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*What data will measure the goal?  
How much? How many?*

## Attainable

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*Do you have the necessary resources?  
Is this goal realistic?*

## Relevant

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*Why is the result important?  
Does it align with broader goals?*

## Time-Bound

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*What is the timeframe of the goal?  
Can it be done in 3 months? 6 months?*