

# SMART Goal Setting

## Probability of Completing a Goal:

- 10% if you hear an idea
- 25% if you consciously decide to adopt it
- 40% if you decide when you will do it
- 50% if you plan how you will do it
- 65% if you commit to someone else you will do it.

**95% if you have a specific accountability appointment with the person committed to.**

## Being SMART About Goal Setting

Setting a goal in a way that sets you up for a successful completion takes a lot of consideration. First of all, what is your goal? What about your plan for achieving the goal? How do you know the goal is reasonable? What is going to keep you from giving up on it? A good way to tackle these questions is to use the SMART method of goal setting.

A goal should be: **S**pecific, **M**easurable, **A**chievable/Planned, **R**ealistic/Rewarded, and **T**ime and resources constrained.

Here's how to go about making a SMART goal:



pecific

Name a specific goal that you can take on:

My goal is to \_\_\_\_\_

\_\_\_\_\_



measurable

How will you measure your progress? \_\_\_\_\_

\_\_\_\_\_

How much will you do? \_\_\_\_\_

How will it fit into your day? When are you going to do it? \_\_\_\_\_

When will you know that you've completed this goal? \_\_\_\_\_

\_\_\_\_\_

What is the gray zone of success and what shade of gray are you willing to call success?

\_\_\_\_\_



## Achievable/ Planned

Is it achievable? \_\_\_\_\_

Decide on specific, small, achievable steps:

Step 1. \_\_\_\_\_

Step 2. \_\_\_\_\_

Step 3. \_\_\_\_\_

Step 4. \_\_\_\_\_



## Realistic/ Rewarded

What is your reward (something you wouldn't do otherwise) for achieving your goal?

\_\_\_\_\_

Is your goal something you want to do for yourself, rather than for someone else? \_\_\_\_\_

Is your goal in line with your personal, professional, and subconscious goals? \_\_\_\_\_

Are you truly interested in working towards this goal? \_\_\_\_\_

Can you share this goal with other people or have someone help you be accountable? Who?

\_\_\_\_\_



## Time and Resources Constrained

What is your time frame? Consider both necessary action time and necessary emotional processing time. \_\_\_\_\_

What are the other resources (money, mentors, materials, etc.) needed? \_\_\_\_\_

\_\_\_\_\_

### Reflecting on Your Goal

In going through the SMARTs of your goal, what concerns came up about attempting the goal? What can you do to alleviate them?

What are the feelings that arise around attempting the goal?

What are possible roadblocks that may come up? How will you deal with them?