

EXAMPLE SMART GOAL SETTING WORKSHEET

Name:

Date:

INTENTION	SPECIFIC	MEASURABLE	ATTAINABLE	RELEVANT	TIME/TANGIBLE ON DATE
What is it that you want to achieve?	Who? What? Why? Where? When?	How much? How often? How many?	Achievable?	Is it important to what you want to achieve ultimately?	When?
BAD I want to write a book.	?	?	?	?	?
GOOD I want to write a book...	...about 'goal setting' that is at least 150 pages...	...and I will write at least 4 pages every weekday.	Yes, I start July 1 and have 65 weekdays to accomplish this by the date set. So I can have 4-5 weeks holiday if I want.	Yes, I want to be an expert about goal setting.	Book completed by September 30 2011.

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