



## SMART Goal Worksheet

*This worksheet will help you create a work path for your short-term goals.*

These short-term goals are good for individual academic tasks you may have... from writing an essay, to reading your textbooks, to studying for an exam. They will add up to help you reach your long-term academic goals! Think of a short-term goal you have, and fill out the table below to see if you can make it a SMART goal!

MY GOAL: \_\_\_\_\_

<b>S</b>	Make it specific—what exactly do you want to accomplish? Who, what when, where and why?
<b>M</b>	Make it measurable—how will you know you completed your goal? For example, “at the end of the hour, I will have an outline for my report”
<b>A</b>	Make it attainable—how will you accomplish your goal so that it is realistic? For example, “I will read the text book chapter in two-page chunks for two hours”
<b>R</b>	Make it realistic and relevant – is your goal relevant to the final task? Is it worth working through?
<b>T</b>	Make it timely—when will you accomplish your goal?
<b>(E)</b>	Make it enthusiastic, evaluate often, and be energetic – how will you keep positive when completing your goal?
<b>(R)</b>	Make it rewarding – how will you reward yourself when you have reached your short term goal?

