



GOAL SETTING WORKSHEET

WHAT IS A GOAL? Setting goals will provide direction for your life, increase success and self-confidence. A goal should be based on your values, strengths, and interests. Goal setting is a valuable tool to connect ideas about your ideal future to actionable steps and, eventually, your desired reality.

WHAT ARE S.M.A.R.T. GOALS?

SPECIFIC - To set a specific goal you must answer the six “W” questions: Who, What, Where, When, Which, Why. A general goal would be, “I want to lose some weight.” A specific goal would be, “I want to lose 10 pounds in 2 months and I will eat properly and exercise at least 3 days a week to accomplish my goal.”

MEASURABLE - Establish criteria for measuring progress (numeric or descriptive) toward each goal you set. Ask yourself: How will I know when the result has been achieved? How will I verify the progress toward this goal?

ATTAINABLE - Identify a goal, write it out and make a plan so that when opportunities arise, you easily identify them. This will help you as you develop traits giving you the strength to reach your goal.

REALISTIC – A realistic goal must represent an objective toward which you are both *willing* and *able* to work. Make sure the goal you have set is something you are willing and capable of doing.

TIMELY - Create a sense of urgency by setting realistic timelines that make you accountable to accomplish tasks. Take the steps necessary to meet those timelines.

MY GOALS:	S.M.A.R.T. GOALS TO ACHIEVE THIS YEAR:
Health & Fitness Goals:	
Career Goals:	
Personal Development Goals:	
Financial Goals	
Spiritual Goals:	

ASK YOURSELF

- What are my top 3 strengths? How can those help me accomplish my goals? Make sure you are using your strengths as you set and work toward your goals.
- What do I need to know to pursue my career goals? What do I know about the educational preparation, salary information, or special skills required for this career? Ask a Career Consultant for insight.
- Who can help me? Write the names of three people you can go to for help to accomplish your goals.