SMART Goal Help Worksheet

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| --- | --- |
| Team or Organization: |  |
| Name(s): |  |
| Date: |  |

|  |  |  |
| --- | --- | --- |
|  | What do you want to achieve? |  |
| SPECIFIC | Who?  What?  Why?  Where?  When? |  |
| Measurable | How Much?  How often?  How many? |  |
| Attainable | Achievable? |  |
| Relevant | Is it important to what you want to achieve ultimately? |  |
| Time Based | When |  |
|  | Restate the goal |  |

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