

MASTERING SMART GOAL

What brings me here? What's at the top of my mind?

S.M.A.R.T GOAL

SPECIFIC

What exactly do I want to achieve? What needs to happen for the problem to go? How can I be more specific?

MEASURABLE

How will I know when you have achieved my goal?
What are the specific metrics to measure my progress?

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S.M.A.R.T GOAL (continued)

ATTAINABLE

Take time to reflect.

Can I realistically accomplish this goal within a certain timeline?

RELEVANT

What is important to me?

Does this goal align with my values and larger objectives?

Time-bound

Keep myself accountable.

By when do I want to achieve this goal?

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HOW TO ACHIEVE IT

Great job on developing a goal that is SMART. Now, distill it into a concise and powerful statement:

MOTIVATION

1. What is the outcome I'm looking for?	3. The MOST-IMPORTANT Benefit
2. What are the benefits of achieving this goal?	4. The PAIN (of not achieving?) 5. Achieving it will also help me:

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OBSTACLES

1. Identifying comfort zone.
What are the benefits to me if I do not complete this goal?

2. Other obstacles preventing me to achieve the goal

EXPECTATIONS OF THE OUTCOME

The least

Achievable

Ideal scenario

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WHAT NEEDS TO CHANGE

1. In order to achieve this goal, I will start doing:

2. In order to achieve this goal I will stop doing:

3. In order to achieve this goal I will need to be someone who is:

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WAY FORWARD

Resources that are available

Resources I will need

TAKING ACTION

3 steps I will complete in the next week that move me closer to my goal

1. _____
2. _____
3. _____

3 steps I can complete in the next month that move me closer to my goal

1. _____ by _____
2. _____ by _____
3. _____ by _____