

**S**  
pecific

*What do you want to accomplish (make it specific)?*

**M**  
easurable

*How will you measure progress?*

**A**  
ttainable

*Can a plan be put into action to reach your goals?*

**R**  
elevant

*Is the end goal worth working for?*

**T**  
ime Based

*When do you want to meet your goal by?*

