

**SMART Goals**

**Goals** are something that you work toward and hope to achieve. Goals give you a sense of purpose and direction. As you accomplish your goals, your self-esteem and confidence grows. You set goals based on what you believe in or value. The topic or focus of goals can be anything from healthy eating and exercise to limiting screen time or bad language. There are three types of goals that a person can set.

- **Short-Term Goals** are tasks that you can accomplish in hours, days, or weeks.
- **Mid-Range Goals** are stepping stones leading from short-term goals to long-term goals. You use mid-range goals like checkpoints or directions from where you are now to your ultimate long-term goal.
- **Long-Term Goals** may take months or even years to reach and usually are made up of several short-term and mid-range goals.

**Goal setting steps:**

1. Write down your specific goal.
2. Determine a starting and completion date.
3. Identify the benefits of achieving your goal.
4. List any obstacles that you may encounter along the way.
5. Create actions steps, prioritize them and get started.
6. Review your progress along the way.
7. Reward yourself when you achieve your goal.

By measuring your progress, you can see if you are on the right track to achieve your goal. The only way to be sure that you have made progress is to check your results.

**SMART Goals**

	Questions...
<b>Specific</b>	Does your goal clearly and specifically state what you are trying to achieve? If your goal is particularly lofty, try breaking it down into smaller, specific goals.
<b>Measurable</b>	How will you and others know if progress is being made on achieving your goal? Can you quantify or put numbers to your outcome?
<b>Attainable</b>	Is achieving your goal dependent on anyone else? Is it possible to reframe your goal so it only depends on you and not others? What factors may prevent you from accomplishing your goal?
<b>Relevant</b>	Why is achieving this goal important to you? What values in your life does this goal reflect? What effect will achieving your goal have on your life or on others?
<b>Time-Bound</b>	When will you reach your goal? Again, if your goal is particularly large, try breaking it down into smaller goals with appropriate incremental deadlines.

