

SMART Goal Template – Sample*

Use the SMART goal template to help you write your goal so that it is specific, measurable, attainable, relevant, and timely. Consider the questions below as you write your goal.

Goal in Mind:	
<p>Specific:</p> <p>What do we want to accomplish?</p> <p>Why do we want to accomplish this?</p> <p>What are the requirements?</p> <p>What are the constraints?</p>	
<p>Measurable:</p> <p>How will we measure progress?</p> <p>How will we know when the goal is accomplished?</p>	
<p>Attainable:</p> <p>How can the goal be accomplished?</p> <p>What are the logical steps we should take?</p>	
<p>Relevant:</p> <p>Is this a worthwhile goal?</p> <p>Is this the right time?</p> <p>Do we have the necessary resources to accomplish this goal?</p> <p>Is this goal in line with our long-term objectives?</p>	
<p>Timely:</p> <p>How long will it take to accomplish this goal?</p> <p>When is the completion of this goal due?</p> <p>When am I going to work on this goal?</p>	
SMART Goal:	

*Program-specific link to the template will be provided in the RDSPD's Program Review Library. Forms are available as a reference at txssn.org/programforms.