

What is your goal: \_\_\_\_\_

**S**

<b>SPECIFIC</b>	<ul style="list-style-type: none"> <li>• Why do I want to accomplish this?</li> <li>• What are the requirements?</li> </ul>	
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**M**

<b>MEASURABLE</b>	<ul style="list-style-type: none"> <li>• How will I measure my progress?</li> <li>• How will I know when the goal is accomplished?</li> </ul>	
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**A**

<b>ACHIEVABLE</b>	<ul style="list-style-type: none"> <li>• How can the goal be accomplished?</li> <li>• Am I able to take the logistical steps?</li> <li>• Do I have the resources?</li> </ul>	
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**R**

<b>RELEVANT</b>	<ul style="list-style-type: none"> <li>• Is this a worthwhile goal?</li> <li>• Is now the right time?</li> <li>• Is the goal inline with my long term objectives?</li> </ul>	
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**T**

<b>TIME-BOUND</b>	<ul style="list-style-type: none"> <li>• How long will it take me to accomplish this goal?</li> <li>• When do I want to complete this goal by?</li> <li>• When am I going to work on it?</li> </ul>	
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