



Student **SMART** Goal Planner



Set a SMART Goal



Step 1 Identify the **S**pecific thing you want to do.

Step 2 Identify the **T**ime it should be done.

Step 3 Some things to consider to determine whether your goal is **R**ealistic and **R**elevant:

- Do you have the time to achieve what you want to do?
- Is it **R**elated to the hopes and dreams you have for yourself?
- Is it something you can do by yourself or do you need help?
- Do you know who can help you?

Tell why it is relevant, realistic, and related. _____

Step 4 Can you **M**easure the change of where you are now to where you will be when you achieve your goal?

Where are you now? _____

Where will you be when you achieve your goal? _____

Step 5 **A**chievable: Looking at what it takes to make my goal realistic, the measurable change that has to happen in the time I've set, is this an achievable goal? _____

If you answered yes at every step, then you have a **SMART** Goal.

Write it here _____

Turn SMART Goal into a Plan



Small Change Milestones

You see small change milestones along the way as you are working toward your goal. They are evidence that your effort is working.

Write SMART Goal

Start date: _____

Put In Effort

Things I have to do to achieve my goal:

Proof That Effort Is Working

Goal Date: _____

Small Change Milestone and Progress Check-In Planner



Dates I will check in on my progress.

Check-In #1 Date

Check-In #2 Date

Check-In #3 Date

Check-In #4 Date

Did I achieve my milestone?

Yes

Which milestone?

What did I do to achieve it?

What will I do to stay on course?

Check-In #1

Check-In #2

Check-In #3

Check-In #4

**Congratulations, you're on target
to achieve your goal!**

No

Which milestone?

What happened?

What can I do differently?

Check-In #1

Check-In #2

Check-In #3

Check-In #4

**You can get back on track!
It's time to revise your plan
so you can achieve your goal.**

Keep Your Goal — Revise Your Plan



Do you need to put in different efforts or keep the same ones?

Goal

Put In Effort

Proof That Effort Is Working