

**SMART Goal Checklist**

Is this goal…

* **S**pecific?
* **M**easurable?
* **A**chievable?
* **R**elevant?
* **T**ime-bound?

**Why is this goal important?**

**What is needed to accomplish this goal?**

**Goal Statement:**

**Action Plan**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Action |  | Owner |  | Due Date |
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