

S

SPECIFIC

What do you want to accomplish?

M

MEASURABLE

How can you measure progress and know if you've successfully met your goal?

A

ACHIEVABLE

Is this achievable? What actions have others taken who have achieved a similar thing? What actions are within your power to take in order to achieve this outcome?

R

RELEVANT

Why am I setting this goal now? Is it aligned with overall objectives?

T

TIME-BOUND

When exactly do you want to achieve this outcome? By or before what date?