SMART Goal-Setting Template for Coaching or Individual Use

Goal	Specific	Measurable	Accurate	Realistic	Timely
	Who? What? When? Where? Why?	How will you know when it is	How does this goal help you to meet	Can all objectives pertaining to the	What are the deadlines for
		accomplished? What will it be like?	your overall objectives? Is it relevant to your role?	goal be achieved out? How? Has anyone done this before?	this goal? How long do you have to complete it?
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	•	•	•	•	•
SMART Goal:					
SWART Goal.					

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	•	•	•	•	•
	_	•	•	•	•
SMART Goal:					

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-	pecific ho? What? When? Where? Why?	Measurable How will you know when it is accomplished? What will it be like?	Accurate How does this goal help you to meet your overall objectives? Is it relevant to your role?	Realistic Can all objectives pertaining to the goal be achieved out? How? Has anyone done this before?	Timely What are the deadlines for this goal? How long do you have to complete it?
•	•	•	•	•	•
Goal:					