

# SMART Goal Worksheet

Planning Group: \_\_\_\_\_

Goal Statement: \_\_\_\_\_

Link to Strategic Direction: \_\_\_\_\_

## **Verify that your goal is SMART**

**Specific:** *What exactly will be accomplished?*

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**Measurable:** *How will we know when we have reached this goal?*

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**Achievable:** *Is achieving this goal realistic with effort and commitment? Does the college have the resources to achieve this goal? If not, how will we get them?*

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**Results-Oriented:** *What is the ultimate outcome of achieving this goal? How will it contribute to our Strategic Directions?*

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**Timely:** *By when will we achieve this goal?*

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**This goal is important because:**

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**The benefits of achieving this goal will be:**

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