

Thrive 101 | S.M.A.R.T. Goals



Specific

Your goal should be as specific as possible and answer who, what, when, where, and why.



Measurable

How will you measure your goal and your progress?
How will you know when you have accomplished your goal?



Attainable

Goals should push you, but it is important that they are achievable.
Are your goals attainable? How can the goal be accomplished?



Relevant

Is this goal worth working hard to accomplish? Is this goal meaningful and will it help you reach your overall vision?



Timely

When will the goal be accomplished?
Create a date, timeframe, or schedule.

Today's Date

Date by which you plan to achieve your goal?

What is your goal in one sentence? (What's the bottom line?)

The benefits of achieving this goal will be...

Verify that your goal is S.M.A.R.T.

Specific

What exactly will you accomplish?

Measurable

How will you (and others) know when you have reached your goal?

Attainable

Is attaining this goal realistic with effort and commitment? Do you have the resources to achieve this goal? If not, how will you get them?

Relevant

Why is this goal important to you? Hone in on why it matters.

Timely

When will you achieve this goal?

Network of Support & Accountability

When working towards achieving a goal, it is helpful to have one or two people who you can check in with on a regular basis. Keeping others informed on your progress can be a useful external motivator!

Who can you share your goal with?

- Talk with one or two individuals who will genuinely want to see you succeed in achieving your goal.
- Explain why achieving this goal is important to you.
- Ask if they will support you and hold you accountable in reaching your goal.

Accountability Tracker

Using the steps below, complete the following chart to help make sure you stay on track.

- Ask one of the people you shared your goal with to be our Accountability Buddy. They will sign the tracker each time you meet.
- Decide on how frequently (weekly, bi-weekly, monthly) you will meet with them for regular progress check-ins. List those future dates/times in the second column of the tracker.
- Decide how you will communicate for your updates: face-to-face, by phone, or by email. Add that information in column 3 of the tracker.

Accountability Buddy's Signature

Frequency of Progress Updates

Method of Communication

_____	_____	_____
_____	_____	_____
_____	_____	_____

Date you achieved your goal

Congratulations on creating a S.M.A.R.T. Goal and sticking with it!

Be sure to share your achievement with your network of supporters and find a way to celebrate your success.