S

SPECIFIC





MEASURABLE





**ATTAINABLE** 





REALISTIC





**TIMELY** 







### **SPECIFIC**

define exactly what is being pursued



### **MEASURABLE**

is there a number to track completion?



#### **ATTAINABLE**

can the goal be achieved?



### REALISTIC

doable from a business/personal perspective



### **TIMELY**

can it be completed in a reasonable amount of time?





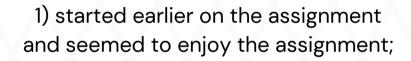
### **SMARTer**

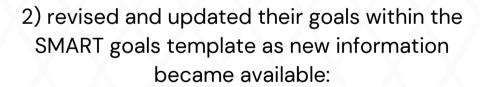
The new 'e' stands for EXCITING.
The new 'r' stands for RECORDING. (2)



### **RESULTS**

A 2010 study found that students who utilized the SMART template:





- 3) complained less about team members underperforming which resulted in peer evaluations being more equitable; and
  - 4) provided a better quality and more professional presentation. (1)









S

**Goal Template** 

From Time Management Success

Goal:

What, exactly, will you accomplish?



R

How will we know when you have reached this goal?





#### **Goal Template**

From Time Management Success

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



Why is this goal significant to you?



When will this goal be achieved?







#### **Goal Template**

From Time Management Success

This goal is important because:



The benefit of achieving this goal will be:



Potential Obstacles:

**Potential Solutions:** 







#### **Goal Template**

From Time Management Success

**ECD** 

Who are people you will ask to help you?



Specific Action Steps

What steps need to be taken to get your goals?

What









ECD = Expected Completion Date



#### Reference List:

- 1) Lawlor KB. Smart goals: How the application of smart goals can contribute to achievement of student learning outcomes. InDevelopments in business simulation and experiential learning: Proceedings of the annual ABSEL conference 2012 (Vol. 39).
- 2) Williams, C. (2012). MGMT (5th ed.). USA: SouthWestern College Publishing.



R



