

# Goal:

## S

*specific*

What specifically am I trying to achieve?

## M

*measurable*

How will I measure success?

## A

*attainable*

What steps do I need to take to attain the goal?

## R

*relevant*

Is this relevant for my long-term objectives? Is this the right time?

## T

*time-bound*

What is the time frame for the goal?