

## Goal Setting Part 1: Smart Goals

Are the following goals SMART or not-so-SMART? To be SMART, they must have all FIVE of the elements below. If they are missing one or more of them, write what they are missing and revise to goals to make them SMART. If you're not sure, review the video again.

**\* Specific   \* Measurable \* Achievable (how?) \* Relevant   \* Time-bound**

I want to save money.

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I want to be a nicer person.

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I will watch every single history video on Khan Academy.

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My next progress test score will show that I have mastered adding fractions.

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I will read an entire full-length novel within a month.

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I will meet people who share my interests by joining a club that interests me within two months.

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I will have my restitution paid off within X years.

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I will pass one GED subject exam within X months.

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I will set up a professional e-mail account and master the basics of sending, receiving, and organizing e-mail within one week.

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**Now write out a SMART goal for yourself. It can be about anything.**

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**If your goal is truly a SMART goal, you will be able to answer the following questions about it:**

**Specific:** What exactly are you going to accomplish?

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**Measurable:** How will you measure your progress? How will you know you have achieved your goal?

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**Achievable:** Can you realistically apply the effort required to reach your goal? Do you have what you need to reach your goal?

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**Relevant:** Why are you setting this goal? How does it fit in your bigger plans?

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**Time-bound:** What is the deadline for this goal? How do you know it is realistic?

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If you can't answer these questions, keep tweaking your goal until you can. Feel free to talk to an instructor for help.

**Write your revised SMART goal here.**

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