

Creating S.M.A.R.T. Goals

Specific, Measurable, Attainable, Realistic, Timely

Specific - A goal has a much greater chance of being accomplished when one sets specific criteria by answering these six "W" questions:

- *Who: Who is involved?
- *What: What do I want to accomplish?
- *Where: Identify a location.
- *When: Establish a time frame.
- *Which: Identify requirements and constraints.
- *Why: Specific reasons, purpose or benefits of completing the goal.

Measurable - Establish concrete criteria for measuring progress toward the attainment of each goal. When you measure your progress, you stay on track, reach your target dates, and experience the exhilaration of achievement that spurs you on to continued effort required to accomplish the goal.

To determine if your goal can be measured, ask questions such as.....How much? How many? How will I know when it is completed?

Attainable - When you identify the goals that are most important to you, you begin to figure out ways you can make them come true. You develop the attitudes, abilities, skills, and financial capacity to reach them.

Most goals can be accomplished when one plans the steps wisely and establishes a time frame that allows reasonable time to carry out those steps. Goals that may have seemed difficult and out of reach eventually move closer and become attainable, when planned well.

Realistic - To be realistic, a goal must represent an objective toward which you and your partner(s) are both *willing* and *able* to work. A goal is probably realistic if you and your partner(s) truly *believe* that it can be accomplished.

Timely - All goals should be grounded within a time frame. With no time frame tied to it there's no sense of urgency. If you want to lose 10 lbs, when do you want to lose it by? "Someday" won't work. But if you anchor it within a timeframe, "by May 1st", then you've set your unconscious mind into motion to begin working on the goal.