

**My S.M.A.R.T. +C Goals**

Today’s Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Target Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Start Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Achieved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Goal:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Verify that your goal is S.M.A.R.T. +C :**

EXAMPLE: A group of students in a Design Competition have a broad goal to: Submit a high-quality proposal to the Competition. How can this goal be improved to be SMART +C?

**Specific:** Submit a proposal that exceeds all requirements and comes in 15% under budget.

**Measurable:** It must be 15% under budget.

**Achievable:** The group will confirm that their goal is achievable based on the time and resources given.

**Relevant:** The goal relates to the stated design requirements for the competition.

**Timed:** Submit by the deadline.

**Challenging:** The proposal must come in under budget yet exceed all requirements.

REVISED GOAL: By the April 30th deadline, submit a proposal to the Design Competition that exceeds all requirements and comes in 15% under budget.

**Specific:** What exactly will you accomplish?

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**Measurable:** How will you know when you have reached this goal?

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**Achievable:** Is achieving this goal realistic with efforts and commitment? Do you have the resources to achieve this goal? If not, how will you get them?

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**Relevant:** Why is this goal significant?

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**Timely:** When will this goal be achieved?

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**Challenging:** What about this goal will challenge you personally and/or professionally?

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