

Goal Setting - SMART

By making a record of your goal you are making a contract with yourself. It is also an opportunity to evaluate your goal and your likelihood of seeing it through. It is far better to revise your goal at the planning stage than when you have already committed time and effort to it.

Specific - what is it you want to achieve or change?

Measured - how will you know when you have reached/completed your goal?

Achievable - is it achievable and are you dedicated to seeing it through?

Relevant - have you got the necessary time and resources to commit to it?

Timebound - when do you want / does it need to be completed by?