



## Get SMART about your goals

Have you ever set a goal then had trouble reaching it? Set too many goals and struggle to keep them straight? Have a big goal in mind, but no idea where to start? Use the SMART system to set goals that are clear, realistic and keep you motivated.

### So what is SMART?

SMART is an acronym that helps you identify what you need to change and why — and set more meaningful goals. The letters in SMART stand for:

- S Specific:** Goals should be clear and specific to help you stay focused and motivated. Answer the five “W’s” to help you: Who, What, Where, When, Why
- M Measurable:** Goals should be measurable so you can track progress. A measurable goal addresses the following questions: How much? How many? How will I know when it is accomplished?
- A Achievable:** Goals need to be attainable to be successful, so only set realistic goals. Ask yourself the following questions: How can I accomplish this goal? How realistic is this goal?
- R Relevant:** Goals must matter to us if we are to achieve them. Ask yourself the following questions: Is this the right time? Does this seem worthwhile? Does this match my efforts and/or needs?
- T Time-bound:** Define a target date for your goal so you stay focused. A time-bound goal will usually answer these questions: When? What can I do today? What can I do six weeks from now?

We all have goals for ourselves. Use SMART the next time you set a goal and notice the change in how successful you are in reaching it.

Source: MindTools website. Accessed 06/21/17.  
[Mindtools.com/pages/article/smart-goals.htm](http://Mindtools.com/pages/article/smart-goals.htm)



### Here's a SMART goal you can set for yourself:

Get your annual checkup before the end of the year. While you're there make sure to ask your doctor if you're due for any screenings, such as a breast or colon cancer screening.

## Questions? Get in touch!

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