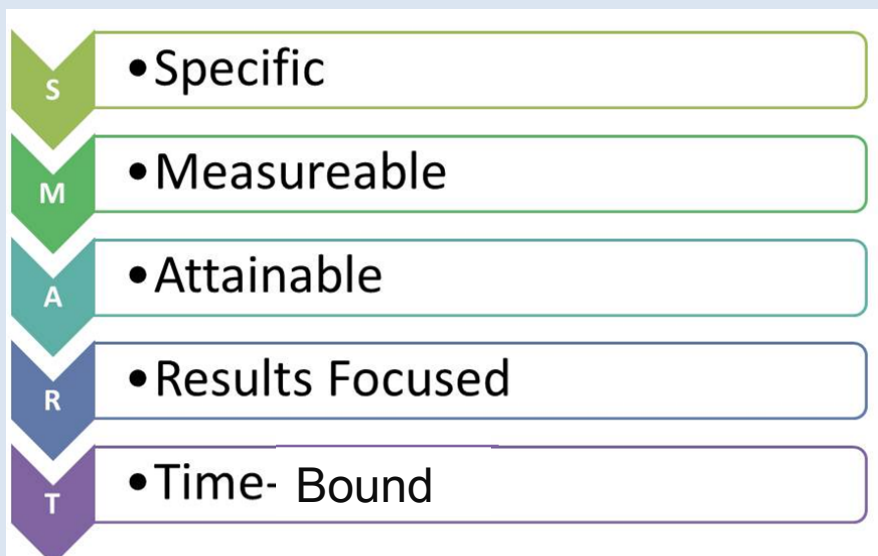




TRUTHSPEAKS
COACHING, LLC

S.M.A.R.T. Goals

An S.M.A.R.T. goal is defined as one that is **specific**, **measurable**, **achievable/attainable**, **results-focused**, and **time bound**.



Specific: Goals should be simplistically written and clearly define what you are going to do. Specific is the What, Why, and How of the **S.M.A.R.T.** model.

Example: *To expound on my desire to see others learn, I plan to be an adjunct professor by March 31st, 2018 by succeeding in the extensive application processes.*

Measurable: Goals should be measurable so that you have tangible evidence that you have accomplished the goal. Usually, the entire goal statement is a measure for the project, but there are usually several short-term or smaller measurements built into the goal.

Example: *Be an adjunct professor by March 31st, 2018 because I would have earned my Masters Degree in Adult Education.*

Achievable: Goals should be achievable; they should stretch you slightly so you feel challenged, but defined well enough so that you can achieve them. You must possess the appropriate knowledge, skills, and abilities needed to achieve the goal.

Example: *Through continuous work and career efforts I will enhance my knowledge base and skillsets.*

Results- focused: Goals should measure outcomes, not activities.

Example: *Steps I plan to take are volunteering, conducting workshops, and seminars. I plan to measure against the outcomes of these steps.*

Time-bound: Goals should be linked to a timeframe that creates a practical sense of urgency, or results in tension between the current reality and the vision of the goal. Without such tension, the goal is unlikely to produce a relevant outcome.

Example: *By March 31st, 2018*