



How-to Set SMART Goals

Goal setting is defined as the act of selecting a target or objective you wish to achieve and one that is meaningful to you. Before making a goal, ask yourself; What does success look like to **me**? What do **I** want to achieve? Start small, set a positive goal and include activities you really enjoy.

Use this template to help you get started with setting and tracking SMART goals. With the proper goal-setting tools and a renewed focus, there really is no telling how far you can go.



Sample

S

Specific

Who? What?
Where? Why?

Accumulate 7,500 steps per day for better health and increased happiness

M

Measurable

How will you track your progress?

Use an app to track daily steps

A

Achievable

How will you achieve this goal?

Take a 20-30 minute walk each day, spend time gardening each week, and remembering to park further away when running errands.

R

Relevant

How does this goal help you?

Getting more steps each day will give me more energy, will lift my mood, and will help me be my best self!

T

Timely

When will you achieve this goal?

Accumulate 7,500 steps per day for a total of 230,500 steps in one month!



How-to Set SMART Goals



S

Specific

Who? What?
Where? Why?

M

Measurable

How will you
track your
progress?

A

Achievable

How will you
achieve this goal?

R

Relevant

How does this
goal help you?

T

Timely

When will you
achieve this goal?

My **SMART** goal

Keep this resource handy. Carry a copy with you in your wallet or bag, and place copies either in your office, on your fridge, or the door of your gym locker – wherever you may need a gentle reminder of the commitment you have made for your well-being!