
WORKSHEET

SMART GOALS PLANNER

Goal setting can be an important performance skill, but make sure you're setting SMART goals. Completing this checklist will help.

SPECIFIC. What exactly is your goal? Be specific about what you wish to accomplish.

MEASURABLE. Decide how you will measure whether you have met your goal. Quantify success so that you're able to monitor and enjoy your progress.

ACHIEVABLE/ACTION-ORIENTED. What language do you use? Think "I am" rather than "I'll try" or "I will." Make sure your goal is something you can achieve in the time frame you set.

RELEVANT. Does this goal make sense for you? Be realistic, but also challenge yourself.

TIME-SENSITIVE. What is the time frame? Can you break it down into a long-term overall goal, with subgoals as steps that lead there?

Look at the example for each area and fill in your own statements in the space provided on a blank worksheet.

Date 1/31/2020

Specific

I want to lose 10 pounds by my next PFT.

Measurable

Lose 1 pound per week for the next 10 weeks.

Achievable/Action-oriented

I'm going to keep track of my caloric intake and expenditure to make sure I'm at a deficit of at least 500 calories per day.

Relevant

I need to do this for my health and military performance.

Time-sensitive

(Overall goal)

I am losing 10 pounds in 10 weeks.

(Sub-goal)

I will track my calories and food choices for the next 3 weeks and reassess my progress.

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