

Name _____

Career Education—S.M.A.R.T. Goal

My goal: _____

I know this goal is specific because	
I know this goal is measurable because	
I know this goal is achievable because	
I know this goal is revisable because	
I know this goal is timely because	

My strengths, which will help me achieve this goal

Resources (people and/or things) that will help me achieve this goal

Possible obstacles to achieving my goal, and my plans for overcoming them:

Possible obstacle: _____

How I might overcome it: _____

Possible obstacle: _____

How I might overcome it: _____

Possible obstacle: _____

How I might overcome it: _____

Daily actions I could take in order to make progress with this goal

Maybe Space—use this space to brainstorm possibilities for daily actions

Now consider the ideas you brainstormed above. Which step is the most logical and/or powerful and doable to begin with? Ask yourself, “Is this specific and doable?”

Action _____

Now, plot your action into each day for the week of February 6 on your calendar. What is the shorthand version of this action? I.e., if the action is “Say hi to five people from other classes,” the shorthand version might simply be “HI.” Put a checklist box beside each entry; i.e. “ HI”

Of the other action ideas in your Maybe Space, which might be helpful to keep in mind, in case the first action above does not yield results? Write these in order of importance/helpfulness/doability. These will help with the Revisable part of your goal, if needed.

1. _____
2. _____
3. _____

Your job now is to monitor the action you are taking in relation to your goal. At the end of each day, either put a check or an X in each checklist box on your calendar. At the end of each week, we will complete a short reflection, looking to see what progress has been made and if the actions, obstacles, and solutions you identified are still valid.