SMART GOALS

Once you have planned your project, task or clear objective you want to achieve, it's time to focus on setting some goals that will increase the success of your outcome. SMART is a great framework for setting goals - specific, measurable, achievable, realistic and time-framed.

The acronym SMART has several slightly different variations, which can be used to provide a more comprehensive definition of goal setting:

S - specific, significant, stretching

M - measurable, meaningful, motivational

A – achievable, attainable, agreed upon, acceptable, action-oriented

R - realistic, relevant, reasonable, rewarding, results-oriented

T - time-framed, time-based, time-bound, timely, tangible, trackable

Here is a template below to break down your goals.

Specific:		
Measurable:		
Achievable:		
Realistic:		

Time framed:		

GOAL	ACTION ITEM	Breakdown the STEPS	BY WHOM	BY WHEN

DYNAMIC HRM SOLUTIONS Telephone: 0403156862, Email: admin@dynamichrmsolutions.com.au, Website: www.dynamichrmsolutions.com.au