

## Step 1: Define Your Goal and Sub-Goals

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### 1. Goal:

- Clearly define the main goal you want to achieve.

### 2. Key Milestones (3-4 Key Supporting Objectives):

- Milestone 1: \_\_\_\_\_
  - Milestone 2: \_\_\_\_\_
  - Milestone 3: \_\_\_\_\_
  - Milestone 4 (Optional): \_\_\_\_\_
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## Step 2: Apply SMARTER to the Goal

### 1. Specific

- What exactly do you want to achieve?
- Why is this goal important?
- Who is involved?

### 2. Measurable

- How will progress be tracked?
- What are the key indicators of success?

### 3. Achievable

- Is this goal realistic given your current resources and constraints?
- What skills or support do you need?

### 4. Relevant

- How does this align with your overall objectives or values?
- Why does it matter now?

## **5. Time-bound**

- What is the deadline for achieving this goal?
- Are there any time constraints to consider?

## **6. + Emotionally Meaningful**

- Does this goal excite and inspire you?
- How will achieving this make you feel?

## **7. + Regroup & Flexibility**

- What are potential obstacles?
  - How will you adapt if things don't go as planned?
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