

The S.M.A.R.T. Way to Start



How to turn
S.M.A.R.T goals into
an action plan

Lesson One: Specific Goals

Wording is key. Vague terms create unactionable goals.

Step One: Write any goal that you have in this box. It can be as vague as you'd like. We'll work on making it more specific in the next step.



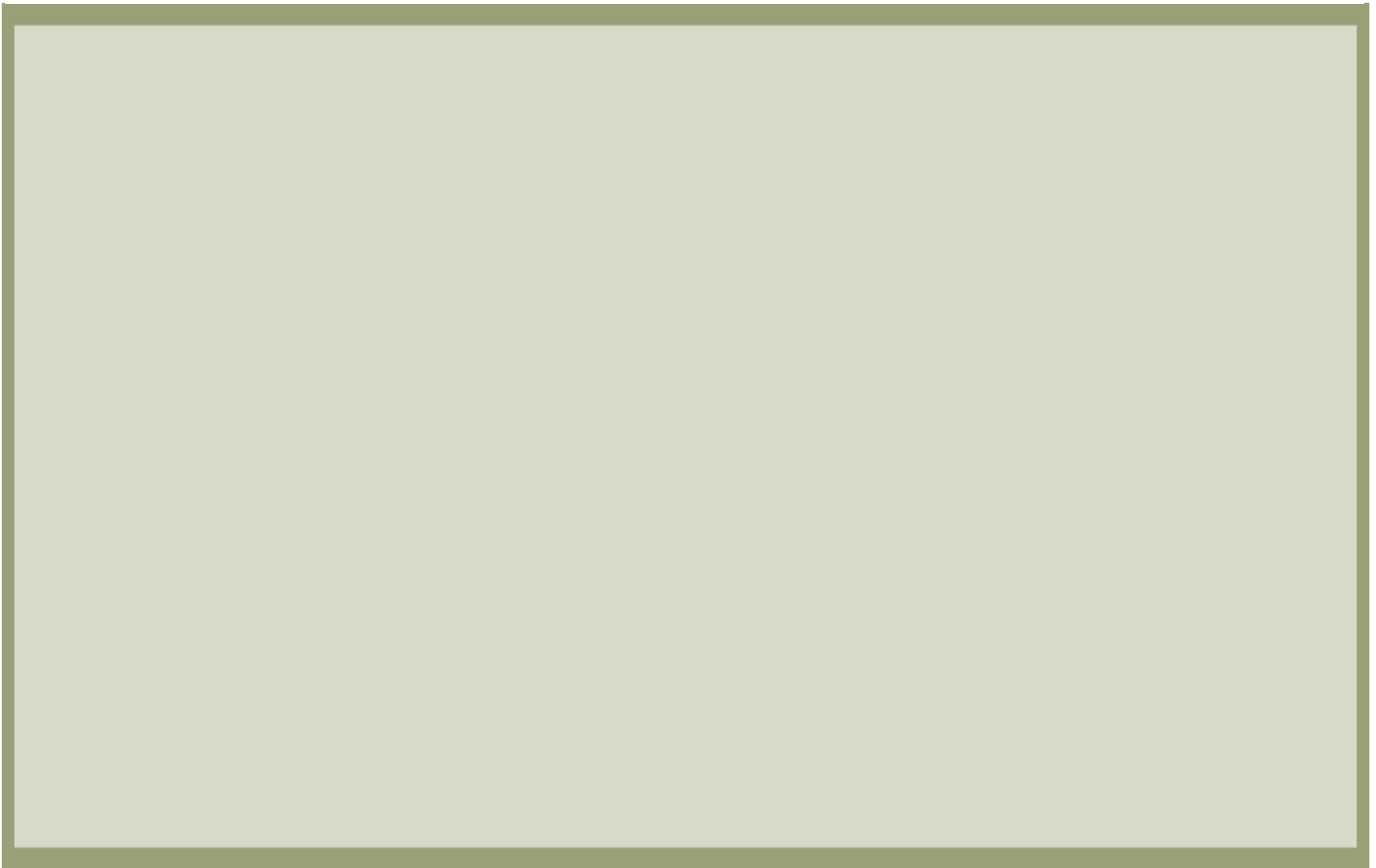
Step Two: Take that goal and make a list of specific goals that give you a clear direction that you will go. Circle or highlight the one that grabs your attention the most. While you can work on developing any and all of these goals, this will be the one that you focus on the most throughout this workbook.



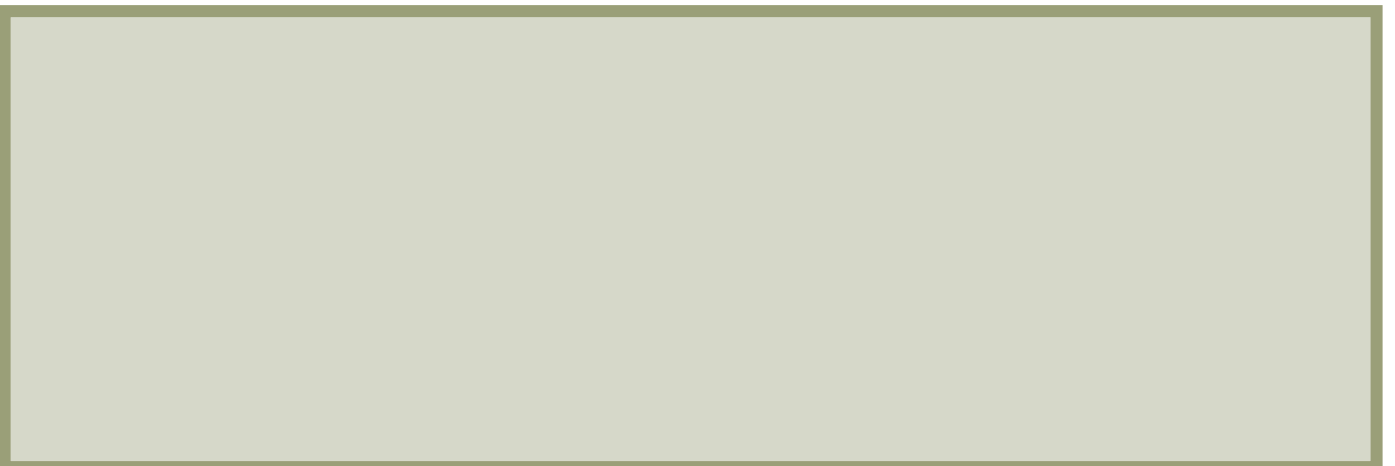
Lesson Two: Measurable Goals

“Not all units of measure are equal for each goal.”

Step One: Write down a list of possible measurement options that could help you achieve your goal. Don't worry about picking one just yet. It's good to brainstorm possibilities!



Step Two: Critically examine your list of options and decide which one supports you best in your CURRENT lifestyle. Now, expand on your specific goal from lesson one to include this unit of measurement.



Lesson Three: Achievable Goals

“You can dream (and plan) big!”

Step One: Fill out what resources you have (ground-zero), what you will need to gain (obtain), and what you’ll need to hire out (outsource).

Ground Zero	Obtain	Outsource

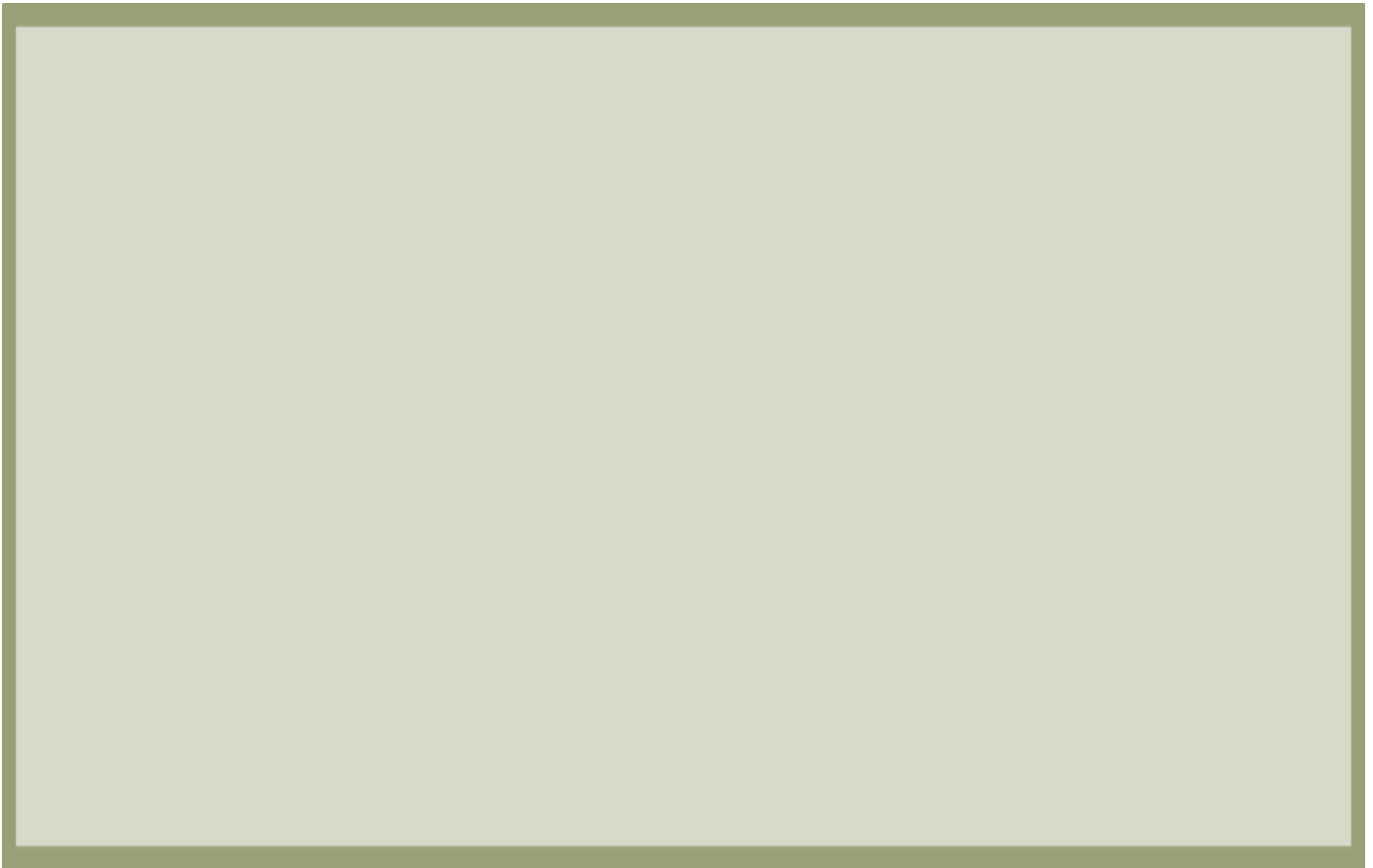
Step two: List how you plan to obtain or outsource your resources. This includes any purchases, classes, courses, or freelancers you need in order to reach your goals.

Obtain	Outsource

Lesson Four: Relevant Goals

“Making sure our goals align with our values gives us the kick in the pants to press on through the challenges”

Write a paragraph about how your goal does (or doesn't) align with your vision and values. Refer back to this paragraph any time you are struggling to accomplish your goal.

A large, empty rectangular box with a dark olive green border, intended for writing a paragraph about goal alignment.

Lesson Six: Action Plan

List of Steps	Organized List of Steps