



S.M.A.R.T. Goal Checklist – How does your goal measure up?

Process your goal below and complete this checklist for each goal.

Goal:

1. **Specific:** What will the goal accomplish? How and why will it be accomplished?

2. **Measurable:** How will you measure whether or not the goal has been reached (list at least two indicators)?

3. **Attainable:** Is it achievable? Why do you believe it is? Do you have the necessary knowledge, skills, abilities, and resources to accomplish the goal? Will meeting the goal challenge the school without defeating the school?

4. **Results-based:** What is the reason, purpose, or benefit of accomplishing the goal? What is the result (not activities leading up to the result) of the goal that you will see once it is accomplished?

5. **Time-bound:** What is the completion date and does the completion date create a practical sense of urgency?
