

## How to set SMART goals

### Activity sheet 1-6

#### SMART goals are:

- **Specific** – When your goal is specific it is easier to manage.
- **Measurable** – If you can measure your goal, you will know when you are getting close to it.
- **Achievable** – Set a goal that is within your power and ability to achieve.
- **Realistic** – Setting unrealistic goals can be discouraging. Make sure your goal is realistic for you.
- **Time-bound** – Give yourself a clear timeframe to achieve your goal. Set a deadline.  
Some goals are short-term (this month); some are medium-term (this year); some are long-term (beyond a year).

#### Goal setting steps

##### Step 1 – Define your SMART goal.

Be as specific as you can. Include any costs associated with achieving that goal. Try to summarize your goal in one sentence, for instance, “I will make a list of all my spending categories,” or “I will visit my family in Saskatoon for a week.”

##### Step 2 – Outline the steps towards your goal.

Write down all the steps you will need to take, big or small. This will give you a clear path toward your goal.

##### Step 3 – Look at the challenges and think of strategies for dealing with them.

There are often road blocks on the path to achieving our goals. Think about what some of these might be. What resources and knowledge do you have to overcome them?

##### Step 4 – Set deadlines.

Having a deadline for your goal is a great way to keep you on track. You may want to set deadlines for each step as well. Achieving each step will keep you motivated to the finish!