

What is your basic goal?

S - Is it **specific**? (Who? What? Where? When? Why?)

M - Is it **measurable**? How will I measure progress? (How many? How much?)

A - Is it **attainable**? (Can this really happen? Attainable with enough effort? What steps are involved?)

R - Is it **realistic**? (What knowledge, skills, and abilities are necessary to reach this goal?)

T - Is it **time-bound**? (Can I set fixed deadlines? What are the deadlines?)

