

## SMART Goals & Action Plan

### SMART Goals

SMART goals lay out desired outcomes and personal targets to ensure they are specific, measurable, achievable, realistic and timely.

SPECIFIC	MEASURABLE	ACHIEVABLE	REALISTIC	TIMELY
The goal clearly defines the actions and behaviors needed to reach it.	The goal can be tracked, allowing you to see your progress	The goal is achievable, and you have the skills and resources to reach it.	The goal is achievable, given your skills, time frame and level of motivation	Specify the time frame results can be achieved

### Action Plan

When thinking about your goals, it is important to consider the specific behaviors that will get you to your desired outcome. These behaviors make up an action plan that will get you closer to reaching your overall goal. Use this action plan to create SMART goals that keep you accountable and on track to reaching your long-term goal.

#### Long-Term Goal / Outcome

Example: Over the next three months, I will lose 15 pounds.

#### This month I will...

prepare five lunches for the week every Sunday.

#### This week I will...

bring my own lunch to work every day.

#### Today I will...

select a healthy lunch recipe for each week of the month.