**SMART Goal Setting and Action Planning Worksheet**

Use this worksheet to identify SMART goals and outline specific steps you need to take to achieve your goals.

Your goal:

**SMART goal checklist:**

❑ Specific

❑ Measurable

❑ Attainable

❑ Realistic

❑ Time-based

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| --- | --- | --- | --- | --- | --- |
| Action stepsWhat needs to be done?  | DeadlineWhen should this step be completed? | NecessaryResourcesWhat resources can you use to complete this step? | Potential challengesAre there any potential challenges that may impede completion? How will you overcome them? | Potential SupportWhat people in your life can support you to complete this action step? What can they do to support you?  | ResultWas this step successfully completed? Were any new steps identified in the process? |
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| Action step | Deadline | NecessaryResources | Potential challenges | Potentia | Result |
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