

GOALS SETTING TEMPLATE



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When setting goals, make sure it follows the SMART structure as it is designed to promote effective planning, execution, and evaluation. It fosters clarity, accountability, and motivation, ultimately increasing the likelihood of success in achieving desired outcomes.

Specific

S

- What exactly do I want to accomplish?
- Why is this goal important?
- Who is involved?
- Where will it happen?
- Which resources or limits are involved?

Example: "What specific health outcome do I want to achieve? Why is improving my health important? Who will be supporting me in this journey? Where will I exercise or make dietary changes? What resources or constraints (like time or budget) do I need to consider?"

Measurable

M

- How will I track progress and measure success?
- How much progress do I need to make?
- How will I know when the goal is accomplished?

Example: "How will I measure weight loss or muscle gain progress? How many kilograms do I aim to lose or gain? What specific measurements or metrics will indicate success, such as cholesterol levels or blood sugar readings?"

Achievable

A

- How can the goal be accomplished?
- Is this goal realistic with the resources and constraints I have?
- Do I have the necessary skills, knowledge, and abilities to achieve this goal?
- Are there potential obstacles, and how will I overcome them?

Example: "Considering my current lifestyle and commitments, is it realistic to achieve this health goal within the specified timeframe? Do I need to acquire additional knowledge or skills? What potential challenges might arise, and how can I address them proactively?"

Relevant

R

- Does this goal align with my long-term objectives and values?
- Is this the right time to pursue this goal?
- Will achieving this goal have a positive impact on my life or work?

Example: "Does improving my health align with my broader goals for personal well-being and longevity? Is now the right time to prioritize this goal amidst other responsibilities? How will achieving better health positively affect my overall quality of life?"

Time bound

T

- What is the deadline for achieving this goal?
- Are there smaller milestones or checkpoints along the way?
- What can I do today, this week, and this month to move closer to my goal?

Example: "By when do I aim to achieve significant progress or complete this health goal? What smaller milestones can I set to track progress regularly? What immediate actions can I take today, this week, and this month to start making progress towards my goal?"

SETTING YOUR GOALS

Use the questions above to create your personal goals.
By answering these questions thoughtfully and applying the SMART criteria, you can create clear, actionable goals that increase your chances of success and provide a structured framework for planning, execution, and evaluation.

S

Specific

Example: "I want to reduce my LDL cholesterol levels by 20% within the next 6 months to improve my heart health and overall well-being."

M

Measurable

Example: "I will track my LDL cholesterol levels through blood tests every 3 months. I aim to lower my LDL from 150 mg/dL to 120 mg/dL."

A

Achievable

Example: "I will consult with a nutritionist to create a cholesterol-lowering diet plan and commit to regular exercise."

R

Relevant

Example: "Lowering my cholesterol aligns with my goal of improving my long-term health and reducing the risk of heart disease, which is important to me and my family."

T

Time bound

Example: "I will achieve a 20% reduction in LDL cholesterol levels within the next 6 months. I will track my progress monthly and adjust my plan as needed to stay on track."