

TOP SECRET INTEL SHEET

What Does SMART Goals Mean?

- S**pecific – set a clear goal
- M**easurable – measure your progress
- A**chievable – make sure you can achieve it
- R**elevant – make it meaningful
- T**ime-based – set a deadline

Checking Your Progress

- Goals help you track your progress – keeping you focused and motivated

Short-Term vs. Long-Term Goals

- Short-term goals – things you want to achieve soon
- Long-term goals – for the future

Why Set Goals?

- A goal is something you make plans for to achieve. It is something you work towards achieving.

Writing Down Goals Helps

- Writing down your goals helps you focus on them and reminds you of what you want to achieve.