

Setting S.M.A.R.T Goals



Specific

The goals you set should be clear and easy to follow. Being specific helps you to focus your efforts and clearly define what you are going to do. Your goal should include an answer to the popular “W” questions of “Who, what, where, when, and why.” If your goal is to reach out to you professors and TAs more this quarter, then set a specific goal to see your professor and TA once every month.



Measurable

It is hard to manage a goal that you cannot measure. Choose a goal with measurable progress so that you can see when changes occur. Ask yourself, “How will I see when my goal is reached?” If your goal is to earn a 3.5 GPA this quarter, then this shows that there is a specific goal that can be measured. Try to break down large goals into smaller measurements. For example, if trying to achieve a quarterly GPA of 3.5, make it a goal to get at least a 3.5 average on midterms and final exams.



Achievable

This step focuses on realizing how important a goal is to you and what you will need to do to make it attainable. Reaching a goal will take real commitment and may require you to develop new skills and changing attitude. Utilize a growth mindset when approaching the difference steps of your goal because it will keep you motivated.



Relevant

Focus on a goal that makes sense for you and where you are at the moment. What seems like a good goal to accomplish for others, may not be the same goal that you should be focusing on. Set the bar high, according to your own standards, to receive a satisfying achievement.



Timely

Set a realistic timeframe for your goal: next week, by the end of the quarter, by graduation. Ask yourself specific questions about the goal deadline and what can be accomplished within your set time frame. Putting an end point on your goal gives you a clear target to work towards.