**GOAL PLANNING TEMPLATE**

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| **SMART GOALS** | **S**pecific | **M**easurable | **A**ction-Oriented | **R**elevant | **T**ime-Oriented |

**DEFINE GOALS**

|  |  |
| --- | --- |
| **1** |  |
| **2** |  |
| **3** |  |

**BREAK EACH GOAL INTO SMALLER MEASURABLE AND ATTAINABLE STEPS**

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| **GOAL** |  |
| **STEP DESCRIPTION** | **TIME REQUIRED** | **SET DEADLINE** |
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**FURTHER PLANNING**

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| **DETAIL REQUIRED RESOURCES** |
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| **DEFINE POTENTIAL OBSTACLES** |
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| **PLANS FOR OVERCOMING OBSTACLES** |
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**DESIRED OUTCOME**

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| **DEFINE MEASUREMENTS FOR SUCCESS** |
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| **DESCRIBE OUTCOME OF ACHIEVED GOAL** |
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