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| Goal | Specific  *who?, what ,when?, where? why?* | Measurable  *How will I know when it is accomplished?* | Attainable  *Can objectives pertaining to the goal be carried out? How?* | Relevant  *How does this goal help you to meet your overall objective?* | Time-bound  *Completed/ milestones achieved by end of Performance period* |
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| SMART Goal: | | | | | |
| Goal | **Specific**  *who?, what?, when?, where? why?* | **Measurable**  *How will I know when it is accomplished?* | **Attainable**  *Can objectives pertaining to the goal be carried out? How?* | **Relevant**  *Does this goal help you to meet your overall objective?* | **Time-bound**  *Completed/ milestones achieved by end of Performance period* |
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| SMART Goal: | | | | | |