

UGA MENTOR PROGRAM

SETTING SMART GOALS

Setting SMART goals helps build in both structure and accountability to what you hope to achieve. You can use this worksheet with your mentor to help ensure your goals will lead to your intended outcomes.

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| SPECIFIC Your goal should be easily understood and action - oriented. Can you answer “who, what, where, when, and why” in your goal statement? | |
| MEASURABLE How will you track your progress and know when your goal is met? | |
| ACHIEVABLE Make sure your goal is realistic, in both time and resources - you want to be appropriately challenged. | |
| RELEVANT Make sure your goal fits within the larger context of your life/purpose - what is your reason behind wanting to achieve this goal and is this the best time to work on it? | |
| TIMELY Have a clear deadline and work backwards to create smaller milestones to track your progress. | |