**Date:** Click or tap to enter a date.

**Week 1: SMART Goals**

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| **Your Name**: | Click or tap here to enter text. |

**Directions**: Complete the four parts of this document.

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| 1. Write an ***academic*** SMART goal: |
| Click or tap here to enter text. |
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| ***Need help?*** *Consider using one of the following templates to craft your SMART goal:*   1. In order to \_\_\_\_\_\_\_\_\_\_\_\_\_ (relevant goal), \_\_\_\_\_\_\_\_\_\_\_\_ (specific, measurable, achievable action) before \_\_\_\_\_\_\_ (deadline). 2. *\_\_\_\_\_\_\_\_\_\_\_\_\_* (specific, measurable, achievable action) by \_\_\_\_\_ (deadline) in order to \_\_\_\_\_\_\_\_ (relevant goal). 3. Before \_\_\_\_\_\_\_ (deadline), \_\_\_\_\_\_\_\_\_\_\_ (specific, measurable, achievable action) in order to \_\_\_\_\_\_\_\_ (relevant goal). |

1. Explain how your academic goal is **SMART**. Be sure to answer in one to two complete sentences.

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| **S**  **Specific** | Explain how your academic goal is ***specific***: |
| Click or tap here to enter text. |
| **M**  **Measurable** | Explain how your academic goal is ***measurable***: |
| Click or tap here to enter text. |
| **A**  **Achievable** | Explain how your academic goal is ***achievable***: |
| Click or tap here to enter text. |
| **R**  **Relevant** | Explain how your academic goal is ***relevant***: |
| Click or tap here to enter text. |
| **T**  **Time Bound** | Explain how your academic goal is ***time bound***: |
| Click or tap here to enter text. |

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| 1. Write a ***professional*** SMART goal: |
| Click or tap here to enter text. |
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| ***Need help?*** *Consider using one of the following templates to craft your SMART goal:*   1. In order to \_\_\_\_\_\_\_\_\_\_\_\_\_ (relevant goal), \_\_\_\_\_\_\_\_\_\_\_\_ (specific, measurable, achievable action) before \_\_\_\_\_\_\_ (deadline). 2. *\_\_\_\_\_\_\_\_\_\_\_\_\_* (specific, measurable, achievable action) by \_\_\_\_\_ (deadline) in order to \_\_\_\_\_\_\_\_ (relevant goal). 3. Before \_\_\_\_\_\_\_ (deadline), \_\_\_\_\_\_\_\_\_\_\_ (specific, measurable, achievable action) in order to \_\_\_\_\_\_\_\_ (relevant goal). |

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| 1. In one paragraph, answer the following question: What is the value of creating SMART goals? |
| Click or tap here to enter text. Be sure to write at least four to five sentences. |

**Don’t forget to submit your assignment!** After completing this worksheet, save it to your computer and upload it to the Assignment Submission area within your Canvas Classroom. For help submitting this assignment, watch this video: [*Submitting an Assignment to Waypoint*](https://ashford.mediaspace.kaltura.com/media/Submitting+an+Assignment+to+Waypoint/0_ur76v1ui).