Strategic and **S**pecific

Goals should be straightforward and emphasize what you want to happen. Specifics help us to **focus our efforts** and **clearly define what we are going to do**. Ensure the goals you set are very **specific, clear and easy**. Instead of setting a goal to lose weight or be healthier, set a specific goal to lose 2 inches off your waistline or to walk 5 miles at an aerobically challenging pace.

Measurable

If you can't measure it, you can't manage it. Choose a goal with measurable progress, **so you can see the change occur**. How will you see when you reach your goal? Be specific! "I want to read 3 chapter books of 100 pages on my own before my birthday" shows the specific target to be measure. "I want to be a good reader" is not as measurable.

Attainable

A goal needs to stretch you slightly so you feel you can do it and it will need a real commitment from you. For instance, if you aim to lose 20lbs in one week, we all know that isn't achievable. But setting a goal to loose 1lb and when you've achieved that, aiming to lose a further 1lb, will keep it achievable for you. Goals you set which are too far out of your reach, you probably won't commit to doing even when you start with the best of intentions.

Results-oriented

Results-oriented means **"do-able."** It means that the learning curve is not a vertical slope; that the skills needed to do the work are available; that the project fits with the overall strategy and goals of the organization. A results-oriented project may push the skills and knowledge of the people working on it but it shouldn't break them.

Time-bound

Set a timeframe for the goal: for next week, in three months, by the end of the semester. Putting an end point on your goal gives you a **clear target** to work towards. If you don't set a time, the commitment is too vague. It tends not to happen because you feel you can start at any time. Without a time limit, there's no urgency to start taking action now.

Examples of SMART Goals

- As a result of incorporating reciprocal reading as our reading strategy, student comprehension will be enhanced and unit tests will improve by ten percent each term. (Baseline 2007-2008)

  Specific and strategic - improve students reading comprehension by using specific strategy

  Measurable – 10% increase

  Attainable - presumably possible to achieve

  Results-oriented – compare results from last years tests.

  Time-bound - by the end of each term.

- Seventy-five percent of the biology-2 students will pass the spring 2009 CRT.

  Specific and strategic – biology -2 students passing the spring CRT.

  Measurable – Seventy-five percent**.**

  Attainable - presumably possible to achieve

  Results-oriented - specific results are stated

  Time-bound - by this spring's CRT

- By the end of fall 2008, D/F rates will decrease by 25%.

  Specific and strategic – a decrease in the number of my students receiving D's and F's.

  Measurable - 25% decrease

  Attainable - presumably possible to achieve

  Results-oriented - specific results are stated

  Time-bound - by fall semester

Examples of goals that are not SMART

- Encourage students to accept greater responsibility.
- Prepare to move to a block schedule.
- Integrate technology into the curriculum.