

Get S.M.A.R.T. About Setting Your Goals

S.M.A.R.T. is an acronym for 5 strategies that result in clearer, more attainable goals:

- Specific
- Measurable
- Action-oriented
- Realistic
- Time-framed

Specific: Clearly defined (Who, What, Where, When, How)

Measurable: Know how far away you are from completion, Know when the goal has been achieved

Action-oriented: Identify strategies for achieving your goal and overcoming potential obstacles, Know that the outcome is within your control

Realistic: Within the availability of knowledge, resources, and time, Requires honest self-evaluation

Time-framed: Enough time to achieve goal, Deadlines provide motivation to get started and help you monitor your progress

Examples:

I will earn a 4.0 GPA.	vs.	I will visit the Center for Written, Oral, and Visual Communication 3 weeks before each of my deadlines and work with a consultant to develop clear hypotheses and outlines for each paper.
I will eat healthier.	vs.	I will consume meals that consist of at least 50% fruits and vegetables.
I will be hired for a summer internship.	vs.	I will contact 2 potential employers each month this semester and request informational interviews.
I will put a stop to global warming.	vs.	I will reduce my contribution to Rice's carbon footprint by participating in the Green Dorm Initiative challenges with my roommates.
I will get more sleep.	vs.	I will begin preparing for bed at 11:00pm and rest for a minimum of 8 hours each night before my 8:30am classes.

Guiding Questions:

- What is your goal?
- Why did you choose this goal?
- How will you benefit from achieving this goal? What are the potential costs associated with this goal?
- What strategies will you employ to achieve this goal?
- What challenges might you encounter? How might you overcome those obstacles?
- Are there any resources on campus that could help you?