

<b>S</b> mart	<p>What specifically do you want to accomplish?</p> <ul style="list-style-type: none"><li>- WHY do I want to accomplish this?</li><li>- What are the requirements?</li><li>- What are the constraints?</li></ul>	
<b>M</b> easurable	<p>How will you know when your goal has been accomplished?</p> <ul style="list-style-type: none"><li>- How will I measure my progress?</li></ul>	
<b>A</b> ttainable	<p>How can this goal be accomplished?</p> <ul style="list-style-type: none"><li>- What steps should I take?</li></ul>	
<b>R</b> elevant	<p>Is this goal worth working hard to accomplish?</p> <ul style="list-style-type: none"><li>- Is this the right time?</li><li>- Do I have the necessary resources to get it done?</li><li>- Is this in term with my long term goals?</li></ul>	
<b>T</b> imely	<p>By when will this goal be accomplished?</p> <ul style="list-style-type: none"><li>- When am I going to work on this goal?</li></ul>	