



**SOUTH DAKOTA STATE
UNIVERSITY EXTENSION**

SMART Goals Action Plan

This worksheet is designed to help you create a goal focused on increasing your preparedness for incapacity, caregiving, and death. Pick a goal that is important to you. Then use this SMART Goals Action Plan to create a realistic timeline, identify action steps, and measure your success.

S - Specific

What am I going to do? Why is this important to me?

M - Measurable

How will I measure my success? How will I know when I have achieved my goal?

A - Attainable

What will I do to achieve this goal? How will I accomplish this goal?

R - Relevant

Is this goal worthwhile? How will achieving it help me? Does this goal fit my values?

T - Time-bound

When will I accomplish my goal? How long will I give myself?

Action Plan

My goal is: _____

Date to Finish	How will I measure my success?

Steps to achieving my goal:

Description	Time Estimate	Completion Date

Obstacles that may arise	How will I respond?

Helpful Tools	Helpful Resources

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