

S

Specific

State exactly what you want to accomplish: **Who, what, where, why.**

For example: to be able to run a mile in 12 minutes

Rather than: you would like to improve your fitness level

M

Measurable

How will you demonstrate and **evaluate** the extent to which the goal has been met?

For example: Will you measure your percent body fat and body weight or go by pants size?

A

Attainable

Should be something you can feasibly attain. Should not be too easy or too difficult. Is it reasonable?

For example: I will train and complete the 5k marathon in March.

Rather than: I will run everyday and win the marathon

R

Relevant

Are they aligned with current tasks and related to your interests and abilities?

For example: Wanting to lose weight by swimming when you don't know how to swim, or running outside when your neighborhood is dangerous.

T

Time-Bound

Time frame with target dates; the “by when.” Should include deadlines, dates, and frequency.

For example: I will lose 15 lbs by September 1st. Or, I will lift weights 3 days a week for 30 minutes a day.