



ACHIEVE YOUR GOALS



Specific

Your objective should clearly state what you or the person needs to achieve



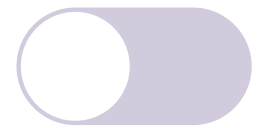
Measurable

Your objective should include a measure to know when the objective /goal has been met / achieved.



Achievable

The goal or objective must be possible to achieve. It can stretch you, but it should not be impossible.



Relevant

The objective or goal must be realistic. Something you can achieve and you have the authority to achieve it



Time-bound

The objective or goal must have a time of when it will be achieved. Either a fixed point or a reoccurring time.

