

SMART Goal Template for Project Managers

Set and define goal for [INSERT NAME OF PERSON]	
S What is the goal?	
S Is it Specific ? How is it specific?	
M Is it Measurable ? How is it measurable?	
A Is it Attainable ? Why is it attainable?	
R Is it Relevant ? Why is it relevant?	

Track the time you spend working on your SMART goals with [Clockify.me](https://clockify.me)

T

Is it **Time-bound**?
How is it time-bound?

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