
HOW TO MAKE YOUR OBJECTIVE S.M.A.R.T

1. First, write down the goal and the basic idea for this objective:

Goal:

Basic idea for the objective:

2. Write-out answers to the following questions:

S.M.A.R.T.	Questions:	Your Answers:
S (Specific)	What will be done?	<hr/>
	For whom?	<hr/>
	By whom?	<hr/>
M (Measurable)	How much will things change?	<hr/>
A (Achievable)	Is this objective achievable given the time and resources you've allotted?	<input type="checkbox"/> Yes
R (Realistic)	Does this objective address the larger goal?	<input type="checkbox"/> Yes
T (Time-Based)	By when will this objective be completed?	<hr/>

3. Re-write the objective to include the answers from #2

(you don't have to write that it's realistic and achievable – just make sure that it is!)

Example

How to Make Your Objective S.M.A.R.T

1. First, write down the goal and the basic idea for this objective:

Goal:

Change clinic environment to be more male-friendly

Idea for the objective:

Put up posters in waiting room of clinics

2. Write-out answers to the following questions:

S.M.A.R.T.	Questions:	Your Answers:
S (Specific)	What will be done?	<u>Posters put on walls</u>
	For whom?	<u>Clinic X</u>
	By whom?	<u>Clinic X Male FP Working Group</u>
M (Measurable)	How much will things change?	<u>Total of 4 posters</u>
A (Achievable)	Is this objective achievable given the time and resources you've allotted?	<input checked="" type="checkbox"/> Yes
R (Realistic)	Does this objective address the larger goal?	<input checked="" type="checkbox"/> Yes
T (Time-Based)	By when will this objective be completed?	<u>2/1/2014</u>

3. Re-write the objective to include the answers from #2

(you don't have to write that it's realistic and achievable – just make sure that it is!)

By 2/1/2014, Clinic X working group will put up 4 'male-friendly' posters in Clinic X waiting room