

# Plan well with S-M-A-R-T-E-R goals



### What are your goals for 2021?

2020 has been an unpredictable year to say the least. For a lot of us all of our good intentions were put to the side whilst we worked our way through a global pandemic.

We would like to support you with some strategies on how to set your 2021 goals.

You may be familiar with the concept of S-M-A-R-T goals. We've added two steps to help you devise your S-M-A-R-T-E-R goals.

# Where should I start?

## How to start

If you're unsure where to start, you may find it helpful to look at the bigger picture of what you would like to achieve in the next 5 or 10 years. Then, try breaking the goals down into smaller goals using the SMARTER framework.

## Staying motivated

Starting a new habit can be challenging, so it's important that you ask yourself how your goals align with your personal values.

### Know your blind spots

Ask yourself, "What might be my biggest barrier to overcome?" Knowing your blind spots and coming up with a contingency plan to remove those barriers can increase your chance of success.

**S** Specific

**M** Measurable

Attainable

**R** Rewards

> **T** Timely

**E** Evaluate

> **R** eview

Be specific.

Identify what you want to achieve and when you want to achieve it.

Measure your progress.

Make sure your goal contains a set of behaviours that can be monitored.

Attainable and Actionable.

Set goals that are realistic and achievable.

Give yourself rewards.

Our behaviours are driven by rewards, so plan rewards for both short and long term goals.

Timely.

Put a time frame around your goal to keep you focussed on what you need to achieve.

Evaluate your plan.

Ensure that you evaluate and re-evaluate your goal intermittently.

Review your plan.

Re-adjust and modify your goals as required.