

# SMART *Goals Planner*

Identify a goal that is specific, measurable, achievable, relevant, and time-bound (SMART). Break it into actionable steps, each with its own deadline.

S

Specific

What exactly will you write (3 scenes, a chapter, a blog post, a query letter, etc.)?

M

Measurable

How will you track your progress (word count, page count, time spent)?

A

Attainable

Do you realistically have the time and energy to complete this goal?

R

Relevant

Why is this goal important to you? How does it progress your writing?

T

Time-bound

What is the deadline for your project, and how often will you write (daily, weekly, by a certain date)?

*Focus on progress, not perfection*