

## **Characteristics of Effective Goals**

**S** Specific

**M** Measureable and/or key indicators of progress

**A** Attainable

**R** Realistic

**T** Time bound

Goal setting is limited to one or two goals for a 6 to 12 month period.

Goals are reviewed and assessed regularly.

Goals need a purpose.

Goals can be changed if needed.

Goals are mutually set by the group of individuals.

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**Revised:**