

# Career Planning & Placement Center

## Set SMART Goals

As you learn more about yourself and careers, it is recommended that you start setting goals. Setting goals helps you stay on track and increases your chances of success. As you set goals, make them SMART.

	Term	Definition
S	Specific	Precise, detailed and specified
M	Measureable	Capable of being measured or tested
A	Attainable	Capable of being reached or achieved
R	Relevant	Connected or related to an overall goal
T	Time bound	Connected to a deadline or ideal timeframe

### Example:

**General Goal:** I will look for an internship

**Same goal, but SMART:**

<b>Specific</b>	I will apply for one internship in my field per week
<b>Measureable</b>	I will check my progress every Sunday
<b>Attainable</b>	This goal is attainable because I have the basic skills needed for most internships and the time each week to search
<b>Relevant</b>	This relates to my goal of improving my skills and resume
<b>Time bound</b>	I will apply for one internship a week for six weeks

SMART goals require more detail, but they are more likely to be achieved.

We also recommend you write down your goals and share them with your “dream team”, or network of people who support your academic and professional growth.

**Need help?** Work with you [College Advisor](#) and [Career Planning and Placement staff](#) regularly.

