

Small Business Goal Setting Template

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SMART GOALS

Specific, **M**easurable, **A**chievable, **R**elevant, and **T**ime-Bound

DEFINE GOALS

1	
2	
3	

BREAK EACH GOAL INTO SMALLER AND ATTAINABLE STEPS

GOAL	STEP DESCRIPTION	TIME REQUIRED	SET DEADLINE
1			
2			
3			

FURTHER PLANNING

Detail Required Resources	
Define Potential Obstacles	
Plan for Overcoming Obstacles	

DESIRED OUTCOME

Define Measurements for Success	
Describe Outcome of Achieved Goal	

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