

SMART GOALS - Learning Spanish for Educators

SMART GOALS	DEFINITION	SPECIFIC EXAMPLES	MY GOALS
Specific	Use action words to state what you are going to do.	le. I will communicate in the past tense and use this new knowledge so that I can inform parents of how their kids are progressing and behaving in P/T conferences.	
Measureable	How are you going to evaluate your goal? What metrics are you going to use? Rubric, data, targets	le. I will master the communicative use of the my 10 most relevant past tense verbs used to communicate during P/T conferences.	
Achievable	Is this possible to accomplish and within my scope?	le. Can I master 10 or 20 top verbs used to communicate in P/T conferences?	
Realistic	Is this goal possible considering my everyday responsibilities, my time limits, my lifestyle, etc.?	I will learn to master and use 2 new verbs a week so that I can comfortably use my 10 new verbs during my Feb. P/T conferences.	
Time-Bound	State when you'll get it done. Be specific on date and timeline.	By the end of Feb. I will be able to communicate to parents in P/T conferences using my 10 most relevant verbs in the past tense to express how my students are progressing in school.	