

GUIDELINES FOR GOOD WEEKLY GOALS

- Important to you, and you are committed to it.
- Realistic. Not too hard or not too easy.
- Brief, specific and clearly stated.
- Easy to tell when you have accomplished it.



SNART Problem-Solving Steps

- **S** = State the problem.
 - Make a goal.
 - Actions List the actions you might take.
 - Reach a decision about which actions you could take.
 - Try it and review it.

