

Shine Bright

A C H I E V E M E N T T R A C K E R

This template is meant for you to keep track of and reflect on your professional or personal goals. First, set up your SMART* goal. Think about the possible challenges and how you will overcome them, then jot down your plan to achieve the end result. Be sure to take some time to reflect on what you've learned once you've achieved your goal. Keep track of your accomplishments so that you can refer back to them for promotions, job interviews, self-motivation, or when you need a reminder of what a bad-ass you are.

GOAL: _____

CHALLENGES:

MY PLAN:

THE END RESULT:

LESSONS LEARNED:

ACCOUNTABILITY PARTNER: _____

DEADLINE: _____ COMPLETED BY: _____

*SMART: Specific, Measureable, Attainable, Relevant and Time-based.

