

# Work-Life Balance Goals

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## 1. Specific.

Define your work-life balance goal clearly. What aspect of work-life balance would you like to improve or focus on?

Goal:

## 2. Measurable.

Establish criteria to measure your progress. How will you quantify or measure your success in achieving this goal?

Measurement:

## 3. Achievable.

Ensure your goal is realistic and attainable. Is the goal reasonable given your current circumstances and resources?

Is it achievable? Yes/No

## 4. Relevant.

Confirm that your goal aligns with your values and priorities. How does this goal relate to your overall well-being and life objectives?

Relevance: (How?)

## 5. Time-Bound.

Set a clear timeframe for achieving your goal. By when do you aim to accomplish this work-life balance goal?

Deadline:

## Action Plan.

What specific actions will you take to work towards this goal?

- Action 1:
- Action 2:
- Action 3:

## Progress Tracking.

How will you track your progress and stay accountable?

- Tracking Method:
- Milestones: