

**Connect**

Now that you've set team goals, it's time to spend some one-on-one time with each of your direct reports.

Before each 1:1, download the *Sample 1:1 Agenda*and a couple of new SMART Goal format worksheets and hold the meeting.

***Click or tap each checkbox online as you complete the task.***

* Hold a meeting with your team of direct reports to share what you've learned about setting goals.
* Revise your proposed SMART team goal together based on their feedback and suggestions.
* Ask each to draft an individual SMART goal to prepare for a 1-to-1 with you later this week.

| Journal ***Set Goals Week 4 Day 2 Connect*** DATE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
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