Tasks

Use the solution sheet to input your responses for each step of the process. Refer to any relevant information, resources, or guidelines to ensure accuracy.

Complete the following based on your chosen case study:

|  |  |  |
| --- | --- | --- |
| **Step** | **Task** | **solution** |
| 1 | Convert this simple objective to a SMART objective. |  |
| 2 | Enlist all components of the SMART objective, Specifically, measurable, achievable, relevant, and time-bound, in the table below. |  |

|  |  |
| --- | --- |
| **Specific** |  |
| **Measurable** |  |
| **Achievable** |  |
| **Relevant** |  |
| **Time-bound** |  |