***SMART Writing Goals***

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| **SMART Goals** | |
| **S**pecific | *What is your writing goal for this session? What strategies will you use?* |
| **M**easurable | *How can you measure your progress? How will you know when it is accomplished?* |
| **A**chievable | *What are your specific steps? Be reasonable, but also aim high: research shows that high goals create more motivation.* |
| **R**ealistic | *What conditions have to exist for you to work towards this goal?* |
| **T**imely | *What is your specific timeframe or deadline?* |

***Sample Writing Goals***

Goals for a 1-2 hour writing session might include:

* Drafting 100-500 words
* Creating a reverse outline of your draft, and using this outline to assess the paper’s organization, focus, transitions, etc.
* Highlighting/chunking your paper based on main ideas (to focus on organization and cohesion) or based on various sources, including your own voice (to focus on the balance between you and your sources)
* Proofreading a draft (such as by reading aloud or reading the paper backwards)
* Double-checking all citations
* Identifying next steps/action plans
  + Meeting with a librarian about research questions, citation questions, or conventions around source use
  + Meeting with a writing tutor about your paper, revision strategies, proofreading strategies, or conventions around source use