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| My SMART Virtual Learning Plan | | |
| Event Title |  | |
| Date |  | |
|  | | |
| SPECIFIC | What exactly do I hope to gain or achieve by attending this learning event? | |
|  | |
| What Specifically do I hope to be able to do (or do better) after this event is over? | |
|  | |
| MEASURABLE | How will I know that I have learned what I intended to learn? | |
|  | |
| What are some clear benchmarks I can use measure my increase in knowledge, skill, or ability? | |
|  | |
| * Currently I know/am able to: | * After this I will know/be able to: |
|  |  |
| ACHIEVABLE | Is my intended outcome possible based on what I will learn in this program?  Why or why not? | |
|  | |
| Will I have the time, support, and resources that are necessary to Achieve my goals Why or why not? | |
|  | |
| * Additional resources I’ll need to achieve my goal(s) include: | |
|  | |
| RELEVANT | How will attending this learning event improve my performance? | |
|  | |
| How will it make me a better contributor to my team or company? | |
|  | |
| TIMELY | Will I see immediate improvement? |  |
| Will it take time/practice to achieve my goals? |  |
| How much time/practice do I estimate it will take? |  |

A picture containing rectangle

Description automatically generated