Weekly Goal Setting and Assessment Template

Date

Week Number

Weekly Goals

Goal	Category	Priority	Status / Progress

Assessment

How Successful Were you This Week?

What Prevented you from Reaching your Goals?

What Solutions can be Developed for Overcoming Obstacles?

Additional Notes

Provided by Smartsheet, Inc.

DISCLAIMER

Any articles, templates, or information provided by Smartsheet on the website are for reference only. While we strive to keep the information up to date and correct, we make no representations or warranties of any kind, express or implied, about the completeness, accuracy, reliability, suitability, or availability with respect to the website or the information, articles, templates, or related graphics contained on the website. Any reliance you place on such information is therefore strictly at your own risk.