

Business goals checklist

Use this template to set and keep track of your business goals.

Mission and vision

Main business goal

Specific

Measurable

Achievable

Relevant

Time-based

Long-term and short-term goals

Identify your long- and short-term goals using the **SMART** method.

Long-term goals

Category	Describe goal	✓
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Short-term goals

Category

Describe goal

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