

SMART Objectives

Course Description

This micro course explains what SMART objectives are and why they are important to employers and employees. Clear objectives help prioritize tasks, enabling employees to better manage their time and resources.

This course is designed to teach you how to craft effective objectives that lead to tangible outcomes. It discusses why goals and objectives are vital, identifies common obstacles to achieving them and how to overcome these obstacles, explains what SMART objectives are and how to formulate them, and offers advice on setting objectives effectively.

Learning Objectives

By the end of this course, you will know:

- The importance of goals and objectives and why we need them
- The barriers to you achieving your objectives and how to overcome them
- What SMART objectives are and how to write and identify them

Target Audience

This course is designed for workplace professionals who are tasked with the responsibility of setting objectives and executing tasks that can be measured using the SMART system. It is exceptionally well-suited for individuals who are eager to enhance their abilities in establishing goals that are both realistic and achievable, ensuring an increase in productivity and efficiency in their professional roles.

Advantages

Online training is flexible, efficient and cost effective meaning the candidate can progress through the modules at their own pace and in their own time, so they can fit the training around their work and personal life.

Modules

Course	Module Number	Module Name	Pass % Required
SMART Objectives	1	SMART Objectives	70

Recommended System Requirements

- Browser: Up to date web browser
- Video: Up to date video drivers
- Memory: 1Gb+ RAM
- Download Speed: Broadband (3Mb+)

Duration: 10 minutes (*Note: This is based on the amount of video content shown and is rounded off. It does not account in any way for loading time or thinking time on the questions).*