

SMART Objectives

Course Description

Setting clear and precise goals and objectives ensure that everyone is working towards the same goal, allowing for business and personal growth. Objectives clarify priorities and allow employees to allocate their time and resources more effectively. They also introduce a way of understanding how work will be measured and evaluated, thus enabling employees to evaluate their own performance, and make adjustments as necessary.

This course aims to give you an insight into what SMART objectives are and how to write and identify them.

Learning Objectives

By the end of this course, employees will be able to:

- To understand what SMART objectives are.
- To be able to identify and set SMART objectives.

Target Audience

Supervisors and managers who are responsible for performance review and objective setting along with staff who may want to understand why their objectives are structured in this way.

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.

Further Progression

Our Objective Setting course takes the concepts in this micro learning module and expands on them to cover objective setting in more detail. We also recommend any of our other business skills courses such as Leadership Skills, Performance Management and Teamwork to those candidates looking to further enhance their management abilities.

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: 15 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*).