|  |
| --- |
| **Example Goal Document** |
| **Goal (objective)(What)** | Action Steps(How) | Responsible Person (Who) | Measured by | Due Date(when) | Status |
|  |  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |