Writing speech therapy goals involves a systematic process to ensure that the goals are specific, measurable, achievable, relevant, and time-bound (SMART). Here's a step-by-step guide on how to write effective speech therapy goals:

**Step 1: Identify the Area of Focus**

Determine the specific communication area that requires improvement. Common areas include articulation, language, fluency, voice, pragmatics, and more.

**Step 2: Be Specific**

Clearly define what you want the client to achieve. Use concrete and observable terms to avoid ambiguity.

**Step 3: Consider the SMART Criteria**

* **Specific (S):** State exactly what the client will accomplish.
* **Measurable (M):** Define how progress will be measured and observed.
* **Achievable (A):** Ensure the goal is realistic and attainable within the client's abilities.
* **Relevant (R):** Confirm that the goal aligns with the client's overall needs and priorities.
* **Time-Bound (T):** Set a specific timeframe for achieving the goal.

**Step 4: Use Action Verbs**

Begin the goal statement with a clear action verb that describes the desired behavior or skill. For example: "The client will..."

**Step 5: Include Conditions**

Specify the conditions under which the behavior or skill will be demonstrated. This adds clarity to the goal. For example: "The client will accurately produce the /r/ sound in conversational speech..."

**Step 6: Quantify When Appropriate**

If applicable, quantify the goal to make it more measurable. For example: "The client will correctly produce the /r/ sound in 90% of opportunities during structured activities within four weeks."

**Step 7: Tailor Goals to the Client's Needs**

Individualize goals based on the client's unique needs, abilities, and preferences. Consider their age, interests, and communication style.

**Examples of Well-Written Goals:**

1. **Articulation:**
   * **Goal:** The client will correctly produce the /s/ sound in initial, medial, and final word positions in conversational speech with 90% accuracy within eight weeks.
2. **Expressive Language:**
   * **Goal:** The client will use complex sentence structures, including subordinate clauses, in both spoken and written expression during structured tasks with 80% accuracy within six weeks.
3. **Fluency:**
   * **Goal:** The client will use fluency-enhancing strategies to manage dysfluencies and demonstrate effective communication during simulated public speaking opportunities.
4. **Receptive Language:**
   * **Goal:** The client will follow multi-step directions accurately in academic and social contexts with 85% accuracy within ten weeks.
5. **Social Communication:**
   * **Goal:** The client will initiate and maintain conversations with peers in various settings, demonstrating appropriate turn-taking and topic maintenance skills, in 70% of opportunities within five weeks.

**Step 8: Collaborate and Review**

Discuss the goals with the client and, if appropriate, their family or caregivers. Ensure everyone understands the goals and is committed to working towards them. Regularly review and update goals based on the client's progress.

**Note:**

Always follow the guidelines and standards set by your specific speech therapy setting, organization, or regulatory body when writing goals.