

01 An important responsibility or project I need to work on this coming month is:

02 What specific results will you deliver? What is the timeframe, and what is the priority work?:

03 Why is this goal important for me personally?:

Why is this goal important to the organisation?:

04 The consequences of achieving it/not achieving it are:

05 How do things stand now? My starting point is:

06 The obstacle(s) that I see affecting the ease with which I can achieve the result and/or the quality of the result are:

07 How much control do I believe I have over the end result? (%):

08 How will I demonstrate visibly to myself and others that progress is being made?: