

ACTION PLANNING

Modern Performance

A simple guide to turn the week's insights into a next step.

One action beats many intentions.

Where is clarity or feedback currently breaking down on your team?

What resonates?

What organizational challenge, growth moment, value, or goal does this connect to? Keep it short and specific.

Why does it matter?

What is one meaningful step you can take in the next 30 days? Start with a verb. Be specific, be detailed, make it doable.

YOUR ACTION

What support will you need? People, resources, time, or information that will help carry out your action.

Support

When will you start, and what will you complete by when?

Start Date:

Complete Date:

Timeline

How will you know it worked? Success looks like...

Success