1

Self Leadership

Complete the Do it Yourself 360

2

Self Leadership

Complete the
Aligning Time with
Priorities
Assessment

3

Self Leadership

Chose a Time
Tactic to explore
further & read the
extra articles



1

People & Team Leadership

Complete the Internal External Processor Assessment 2

People & Team Leadership

Brainstorm
Delegatable Tasks

3

People & Team Leadership

Use Scoping
Document to
Delegate a
Task/Project

4

People & Team Leadership

Complete the
Preparing for an
Important
Communication
Worksheet



1

People & Team Leadership

Have/Prep for a
Clarity
Conversation

2

People & Team Leadership

Have/Prep for a
Reinforcing
Feedback
Conversation

3

People & Team Leadership

Have/Prep for a
Corrective
Feedback
Conversation



1

People & Team Leadership

Practice Actively
Listening with 2 other
people

2

People & Team Leadership

Have/Prep for an Accountability
Conversation

3

People & Team Leadership

Find an opportunity to use the Awareness
Wheel in an upcoming conversation



1

Self Leadership

Practice Actively
Listening with 2
other people

2

Self Leadership

Complete the Audit Your Network worksheet and/or the Relationship Building Strategy Worksheet 3

People & Team Leadership

Audit one of your meetings (or ask a team member to do it) using the 6 practices.

Commit to 1 improvement for next time



1

Self Leadership

Finish any existing assignments

2

People & Team Leadership

Finish any existing assignments

3

Organizational Leadership

Complete the Change Leadership Plan for an upcoming change you want to implement on your team

