



# Action Planning

**How we develop and grow as  
managers ultimately  
determines the growth of our  
teams and organization.**



# Reflection Review

- Take the next **2 minutes** to scan back through the answer to your reflection questions (doing well, areas of improvement, and ideas for strengthening the expectation).
- Circle or highlight one or two goals that speak to you the most.



# Action Plan

## ■ Actions

- What will you do to achieve your goal?

## ■ Desired Outcomes

- How will you know you've completed this?

## ■ Accountability

- How will you hold yourself accountable?
- Who will help you?

## ■ Timeline

- By when will you complete this action item?



# SMART Goals

- **Specific**
  - **Measurable**
  - **Achievable**
  - **Realistic**
  - **Time-bound**
- Focus on one goal and pick 2-3 action items that will help you achieve it
  - For each action, identify how you will complete this goal
  - Identify how you will hold yourself accountable and who can help you achieve each goal
  - Identify when you'll specifically achieve this goal





# Sharing & Feedback

 Segment

 segment



## 60-day check-in:

- Schedule a 30-60 min check-in between now and the next 60 days.

## 120-day check-in:

- Schedule a 1-hour check-in between 90 - 120 days from now.

*Consider recurring check-ins to stay connected!*





# Survey Time!





**Thank You!**

