Participant action plan

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Pick one real problem from your work. Plan one change, try it, and check back at the next session.

Name | Module | Date

Why this matters

The data point or problem that started this, for example a survey score.

My goal

1 What keeps going wrong?

2 What will I try?

3 Who does what?

4 How will I know it worked?

✓	My steps	By when

Manager check-in

Date, what changed, agreed next step

Checking back

- [ ] Yes, fully
- [ ] Partly
- [ ] Not yet