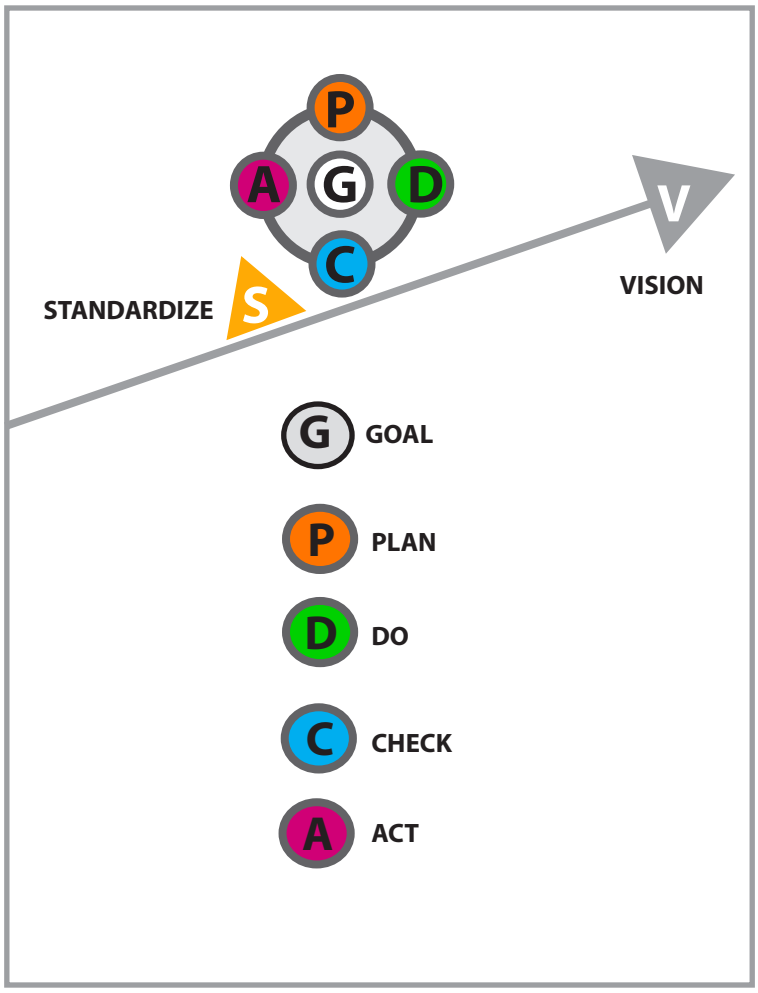
5 MAKE CHANGE HAPPEN TOOL

"Change isn't meaningful until we make it so. That does not mean we control what happens. It means we do the best with what we can control. A clear vision and intentional action is essential to making change happen for goo."

What is the change your team is facing?

What is the date?

MAKE IT HAPPEN



STEPS

a. Use the ***MAKE IT HAPPEN TOOL*** to ***discuss*** and ***establish*** a common method for clarifying the Vision, Setting Goals, Planning, Doing, Checking, Acting/ Adjusting, and Standardizing associated with a key change.

b. Use the ***MAKE IT HAPPEN TOOL*** to help you ***manage*** the change process as your team is implementing the change.

c. Use the ***MAKE IT HAPPEN TOOL*** to ***review*** the success of a specific change and the process your team used to implement the change. What went well? What will you do differently next time?

5

MAKE CHANGE HAPPEN

Vision Worksheet

What does success look like and feel like? How is it better than right now?

As you begin to consider a specific change, take a moment to clarify and articulate the gap between the desired state (the picture and vision for the future) and the current reality.

Current State

GAP

Vision
Desired Future State

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5 MAKE CHANGE HAPPEN

Goal, Plan, Do, Check, Act & Standardize

What action will you take to successfully implement the change?

G GOAL

Date:

Current Situation (Status)	Desired Situation (Vision-Goal)

P PLAN

Action Steps

D DO

Target Date / Completion Date

C CHECK

On track? Lessons learned? Obstacles? Opportunities?

A ACT & STANDARDIZE

Adjustments? Corrections? Standardize.

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