

BACKBRIEFING

What are we trying to accomplish and why is it important?:

Team name:

Use this worksheet for a workshop on how the team can contribute to the success of the change/strategy.



KEY AREAS

What are the key areas where our team plays an important role?

OUR CONTRIBUTION

Work with the questions for each row.

1

Why is our contribution important?

What could be an ambitious, but also realistic, target for our efforts in this area six months from now?

If our efforts fall short, what would be the most likely cause of failure? What are our most critical barriers or challenges?

Where do we need support from outside our team to boost our impact or overcome barriers?

What is the first important action we must take to get off to a good start in this area?

2

3

4