



The following tools are included as standard in the full features Roadmap Pro license fee – and are also available for a stand-alone licence fee.

ADAPTER READINESS ASSESSMENT

Aim - To assesses the readiness of people to adopt a specific change that affects them.

Purpose

- Identifying the issues, that need to be addressed, to maximize the readiness of people to engage with a specific change.
- **Note** - the higher the risk level from this tool the greater the likelihood of significant resistance to a change project.

Uses

- Informing project teams about how people are likely to react to a change
- Identifying potential issues that will prevent people engaging with the change
- Tracking levels of readiness, throughout the change implementation
- **Note** - the tool is most effective when people have enough information about the change to respond knowledgeably to the questions

CHANGE AGENT ASSESSMENT

Aim - To assist successful change agent selection, preparation and development.

Purpose

- Capturing views about a change agent's competencies in order to select, develop and support them.
- **Note** - poor change agent selection and development is a major reason for change initiatives under-performing.

Uses

- Building a sponsor and change agent "performance contract"
- Assessing change agent(s), to determine where development or support will be needed during the change process
- Monitoring and improving change agent performance during a change
- Enabling on-going feedback and coaching

CHANGE IMPACT ASSESSMENT

Aim - To capture and track the impact of a specific change project on specific groups affected by the change.

Purpose

- Measuring and comparing the likely disruption of a change project on people in different parts of the affected business

Uses

- Assessing how difficult it could be for people to adopt a change
- Updating project risk logs with diagnosis of new barriers to successful implementation
- Determining how the impacts and risks inherent in the change inform implementation choices.

COMMUNICATIONS EFFECTIVENESS ASSESSMENT

Aim - To help change agents identify any issues with the change communication process and content.

Purpose

- Enabling sponsors and change agents to plan for a communications event and then review its effectiveness.

Uses

- Identifying specific weaknesses in communication content, method or feedback
- Gathering data regarding past change communication efforts
- Planning communication processes and events
- Adjusting communication plans as implementation proceeds

INITIATIVE LEGACY ASSESSMENT

Aim - To diagnose and baseline the people-centred risks on change projects. It identifies the risks and enablers on previous, similar change projects so that change agents can predict what might happen on a new project.

Purpose

- Predicting likely levels of commitment for a new change project and the reasons for the level identified

Uses

- Measuring the effectiveness of previous implementations
- Predicting likely barriers to successful implementation of a new change project
- Facilitating action planning for a specific, new change project
- **Note** - respondents do not need to know about the new change being planned but they need to be familiar with the past change project you are asking them about.

INITIATIVE RISK ASSESSMENT

Aim - To diagnose and track the people-centred risks in single, current change projects.

Note - it uses the same lead indicator methodology and risk dimensions as the Initiative Legacy Assessment

Purpose

- Identifying and tracking the degree of commitment on a change project and the risks and enablers that might be affecting that level of commitment

Uses

- Tracking levels of change related commitment/resistance as the change unfolds
- Measuring the success of the actions and progress of the change
- Updating project risk logs and diagnose new barriers to successful implementation
- Facilitating corrective and enhancing action planning for the change project

RESISTANCE BEHAVIOR ASSESSMENT

Aim - To enable change agents to estimate people's position on the resistance curve for a specific change. **Note** - this assessment is best used in a focus group setting

Purpose

- Identifying mitigation actions that will help people adopt to the change more effectively

Uses

- Identifying the type of resistant behaviors that are visible among individuals and groups
- Planning effective mitigation actions

RESISTANCE REASONS ASSESSMENT

Aim - To help change agents identify the underlying reasons why people are resisting a change.

Purpose

- Identifying the causes of resistance and planning mitigation actions

Use

- Capturing the reasons why an individual or group may be resisting a particular change
- Pinpointing specific concerns that might make change progress among key individuals and groups slow down or stop.
- Tracking resistance during implementation of a change project

SPONSOR ASSESSMENT

Aim - To enable successful sponsor performance on a specific change.

Purpose

- Educating, developing and supporting sponsors to be effective change leaders.

Uses

- Enabling education about the critical capabilities of successful change sponsorship
- Facilitating a sponsor and change agent “contract” for specific behaviors during the change
- Assessing sponsor actions to determine where development or support is required
- Aiding sponsor self-assessment during a change
- **Note** - this tool is available in both in “I” (for self-assessment) and “they” versions (others make the assessment).

The following tools are non-standard and are available for an additional license fee

CHANGE DEMAND ASSESSMENT

Aim - To analyse the cumulative demand for change being placed on an organization.

Purpose

- Identifying whether an organization can successfully assimilate a new change project(s) together with the existing changes and workloads that would be competing for time, resources and energy.

Uses

- Estimating the cumulative impact of all changes on an organization
- Identifying key drivers of demand
- Diagnosing barriers to change implementation caused by any potential overload
- Facilitating action planning for balancing demand with available change capacity

ORGANIZATIONAL CAPACITY ASSESSMENT

Aim - To measure an organization's capacity to implement new change projects/ programs.

Purpose

- Understanding the amount of change capacity an organization has, to deliver specific change projects or programs

Uses

- Estimating the degree of change that is being realized in an organization
- Identifying key factors contributing to the capacity, or lack of.
- Diagnosing more organization-wide barriers to implementation success
- Facilitating long term action planning for improving change capacity

To discover how Changefirst's digital tool can change the pace and reach of your change management, contact us [to request a demo of Roadmap Pro](#)



Contact us

- +44 (0)1444 450 777
- info@changefirst.com
- changefirst.com
- twitter.com/changefirst
- linkedin.com/companies/changefirst