Team/Project Planning

Most important things for clarity to make sure your work is purposeful, productive and stress-free

PEOPLE & ROLES
Names of those on the team
What are the roles we require?

VALUES
What do we stand for?
What are guiding principles?
What are our common values that we want to be at the core of our team?
How do we translate our values in all we do?

PURPOSE
Why are we doing this in the first place?

GOALS
What we want to achieve as a group?
What are out key goals that are feasible, measurable and time-bounded?
How it contributes to the bigger picture

RULES & ACTION POINTS
What are the rules we want to introduce after doing this session?
How do we communicate and keep everyone up to date?
How do we make decisions?
How do we execute and evaluate what we do?

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