

Figure 3.4: Monitoring Our Progress

Action and How to Measure Progress	Timeline for Monitoring	Results or Progress	Next Steps
Name the action that you will monitor and how you will measure it. What data will you use, and what is the target goal?	In advance, determine a timeline for monitoring progress.	Review progress and share with team members.	Determine the next steps for continuing improvement. Add as new actions, and determine timelines for monitoring progress.