

Standard 1: Plan-Ahead Chart

To get a clearer perspective on the next steps, consider your do and avoid chart as you complete the following plan-ahead chart. In addition to conducting initial analysis, the work of standard 1 prepares you to build the trust and credibility needed to begin collaborative analysis.

Instructions: Use the information from chapter 1 to identify your and your team's next steps to complete each action.		
Actions	Person or People Responsible	Due Date
Use the comprehensive data profile analysis (see figure 1.3, page 25) as a starting point for data collection and analysis to encourage fruitful discussion.		
Conduct a performance-gap analysis (see figure 1.4, page 27) to assess strengths and areas needing improvement to transform performance from the current state to the desired state.		
Conduct a performance-factors analysis (see figure 1.7, page 30) to identify factors in the marketplace, workplace, work, and workers that are impacting the performance gap.		
Use the expertise analysis (see figure 1.8, page 32) to identify the expertise of team members.		
Explain how all these analyses inform your choice of a big rock.		