

Standard 5: Do and Avoid Chart

As you move through the standards for improvement, you will find things to do and things to avoid. After reading the effective and less effective practice examples and reflecting on them and the work of standard 5, complete the following do and avoid chart to help you record your thoughts about the work of this standard.

Instructions: Record what you plan to do and avoid. Consider the following questions.

1. How will you introduce your team to the processes introduced in this chapter?
2. How will you facilitate teams to break the tasks in the project plans into steps and actions?
3. How will you help those you guide decide when job aids are needed and help them guide implementation?
4. How will you distribute the work and coordinate efforts?

Do	Avoid