



Strategic DoingTM

Do More Together.

ACTION PACKTM



Table Focus Area: _____

Table Guide: _____ Knowledge Keeper: _____

Team Contact Information		
Name	Phone Number	E-mail

1 Create and maintain a safe space for deep, focused conversation

☐ We will behave in ways that build trust and mutual respect!

2 Frame a conversation around an appreciative question

Framing Question:

3 **Uncover hidden assets people are willing to share**

What assets is each person willing to share? Focus your conversation not so much on what you do, but on resources you are willing to share with the new network.

Use the space below, list your assets that you are willing to share as part of this effort.
Remember... they must be actionable!

Physical Assets (facilities, equipment, tools, etc.)	Knowledge/Skills/Abilities (technical skills, hobbies, education, experience, etc.)
Social Assets/Networks (organizational memberships, relationships, etc.)	Capital Assets (financial resources, grant funding, etc.)

4a **Link and leverage your assets to identify new strategic opportunities**

Quickly jot down connections that spring up from the discussion. Ask questions like
“What would that look like?” or “What if we...?”

Use the space below to brainstorm ways to combine your group’s assets into new opportunities.

4b

Identify the top 3 strategic opportunity themes

Examine the list of opportunities. What common themes emerge? Merge your opportunities into at least three distinct broad categories or themes.

Opportunity Criteria Checklist:

- ☐ It will likely take 18 to 24 months to complete
- ☐ Think big! Pretend you have a magic wand!
- ☐ More of an idea or concept, not a specific project

OPPORTUNITY	BRIEF DESCRIPTION
1	
2	
3	

What SHOULD we do?

5

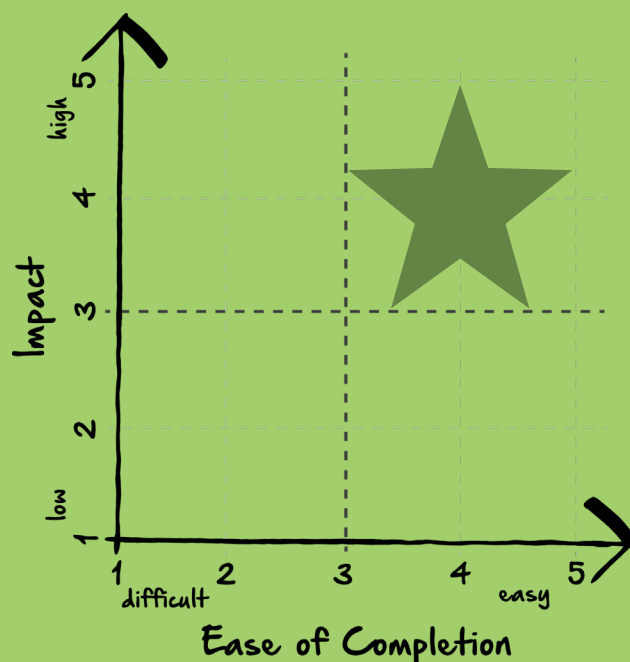
Rate all your strategic opportunities to find your "Big Easy"

Your "Big Easy" is the opportunity that best combines impact with ease. Rank the impact and ease of the three opportunities from the previous step.

First, each person evaluates the **potential impact** of each opportunity if it was completely successful with 5 being high and 1 being low. Total everyone's numbers.

Next each person evaluates **how easy or difficult each would be to complete** with 5 being easy and 1 being difficult. Total everyone's numbers.

Add everyone's numbers then total impact and ease scores for each opportunity to find your "Big Easy."



Opportunity	Impact 1 = Low 5 = High	Ease of Completion 1 = Difficult 5 = Easy
1		
2		
3		

6

Define success for your "Big Easy" along with measureable characteristics

Take your "Big Easy" and define an outcome with clear measures of success.
What will be different once the "Big Easy" is achieved?

Big Easy:

If your project is successful what
will be different?

How will we measure success?

Here is what we will see, feel, and do that
will be different...

What WILL we do?

7

Define a Pathfinder Project as your starting point

Your "Pathfinder Project" moves you toward your outcome and begins the process of shared learning. Pathfinder projects could be thought of as pilots, first steps, prototypes, proofs of concept, etc.

Pathfinder Project Checklist

- ☐ It will engage all the people around the table
- ☐ It will be completed within approximately 3 to 6 months (90-180 days)
- ☐ It will serve as a vehicle to attract others and "create a buzz"
- ☐ It allows you to "test before you invest"
- ☐ It will help the participants test key assumptions
- ☐ It will have a clear endpoint for a "go/no go" decision
- ☐ Group does not need permission to move forward

Our Pathfinder Project is...

Guideposts

Deadline

8

Draft a short-term Action Plan with everyone taking a small step

An Action Plan includes what each of you will do in the next 30 days. What will each team member commit to working on for at least 1 hour over the next 30 days to move this project forward?

Name	Task	Deliverable	Deadline
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

What's our 30/30 ?

9

Set a 30/30 Meeting to review progress and make adjustments

On-going communication is crucial to the success of your project. Set the details of your next meeting where you will discuss what you will do next as a group.

Date		Location	
Time		Project Guide	

10

Commit to being "the nudge" to keep the group moving forward

Nudge, connect, and promote relentlessly to build your new habits of collaboration

"I commit to supporting this group, holding each other accountable, and doing my part to move us forward."

Initial:

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