|  |
| --- |
| **Week 1 RESOURCES** |
| *Worksheet for Crafting and Maintaining Your Vision*  |
| *Complete this worksheet to create a “picture” of your aspired vision: what it will look like, how it will function, and what it will produce. Use the results to maintain a record of your vision and help sell it to others.* |
| **1. Gather Information For The Vision** |
| Write a general description of the desired end result. |
|  |
| What information is necessary to define the vision in detail? |
|  |
| Who across the organization can provide information, input, and early support? What do you need to ask them? |
|  |
| Input and ideas: |
|  |
| Who might oppose this effort? What questions do you need to ask them?  |
|  |
| Feedback: |
|  |
| **2. Craft The Vision** |
| Articulate the vision. |
|  |
| What is your overall strategy to reach the vision? |
|  |
| **3. Checklist: Is Your Vision Realistic?** | **Yes** | **No** |
| **1.** Have team members contributed to the vision and given “buy-in”? |  |  |
| **2.** Is the vision realistic and achievable?  |  |  |
| **3.** Does the end-result of the vision serve the interests of the company’s most important stakeholders? |  |  |
| **4.** Does the vision include a clear definition of the benefits to all the constituencies that might be impacted? |  |  |
| **5.** Is the language used in the vision documentation easy to explain and understand? |  |  |
| **6.** Does the description of the vision include and articulate a wide range of perspectives (of stakeholders impacted)? |  |  |
| *If you answered “****no****” to any of these questions, revisit the vision and adjust it to include that aspect.*  |
|  |