

Success Blueprint

Start your journey to success by addressing the prompts and questions outlined below.

1.

Solutions don't exist in vacuums. We create them to solve problems. But first we need to identify the specific problem to be addressed. Once you have narrowed down the specific problem identify your objectives, again be specific, and consider the following: How do you define success? How will you measure it? Is your objective specific? What will be your evidence of an effective solution?

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1.2

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What are the top challenges or constraints to success? An action plan must account for the inevitable obstacles both internal and external. In this step identify all potential challenges to achieving the objectives, all stakeholders and the timeline in which you believe the objectives can be accomplished.

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4. *[Faint, illegible text]*



With clearly defined problems and objectives, plausible solutions may more naturally reveal themselves. Make sure you have a firm grasp on what kind of solution best suits your needs. And while it may be easier to evaluate technology and identify possible weaknesses, it's equally important to assess non-digital solutions. Be sure to include examples and resources that support each solution.

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4.

Now that you have chosen a solution, consider questions such as, do any stakeholders (including you) need training in order to maximize your solution? Will you do a test run of your solution? Are there any technology, legal, or personnel considerations? Achieving success takes time, dedicated effort and a plan. As you work through your implementation it is a good time to review your project timetable to be sure you stay on track for success.

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Measure and review your key metrics on a consistent basis. Seek regular feedback using tools such as surveys, focus groups, or reports. Return to your objectives and ask, "how well is my solution supporting my objectives?" Where possible identify improvements and resolve issues as they arise.

6. Summary, Reflection, and Growth

Now is the time to review your success, identify issues and what you need to grow. Creating a report on the results of your solution can help solidify lessons learned. Here you have a chance to identify and incorporate improvements and any tasks you need to grow or move forward.

6.1. Summary of your solution and its impact

6.2. Reflection on your learning process

6.3. Future goals and growth opportunities

