

## Learning from Change Worksheet

**Instructions:** Think of some organizational changes (major policy or procedure change, downsizing, etc.) that have occurred recently. Complete the table below to learn more about how changes are managed at your organization and what you can do better.

The change	Driving force (why?)	Outcome rating 1-5 (5=benefits fully realized, 1=benefits not realized at all)	What went well?	What could have been better?

What themes do you see?

What are three things you will do differently next time?

