

Team Objective and Key Results Worksheet

Objective

List your team's objective. Remember that your objective should answer the question, "Where do we need to go?" A winning objective should answer the following three questions:

- Is it meaningful?
- Is it audacious?
- Is it inspiring?

Objective	
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Key Results

List your team's key results. Remember that key results answer the question of, "How do we know we're getting there?"

- Leading results – Inputs that you can act on and change.

Example: Increase customer satisfaction scores by 20%

- Lagging results – Outputs that are based on past actions.

Example: Number of customer service complaints last quarter.

Leading		Lagging	
Leading		Lagging	
Leading		Lagging	

Accountability

Define how you will hold your team accountable for results.

Who?	Will do what?	When?