

Our Four Step Process to WORK SMARTER



Clarity & Focus

EXPECTED OUTCOME:
minimize resources (labor, consultant fees, purchases, etc.) by identifying roadblocks before applying solutions

- Gather a 360° view of the organization to understand the current situation
- Gain clarity around what is completed, not completed, outdated or unclear
- Identify workplace issues at all levels that are hindering project/goal progress



Create A Plan

EXPECTED OUTCOME:
increased productivity by reducing wasted time through clarifying roles and expectations and establishing priorities and timelines

- Establish priorities (tasks and goals) and timelines (short & long-term)
- Create/update a working document that communicates the strategic direction, a road map to get there, and the actions necessary to make it happen
- Discuss and identify measures of success (qualitative & quantitative)



Execute the Plan

EXPECTED OUTCOME:
supports a culture of engaged & happy employees with satisfied customers and an improved bottom line due to increased 'buy-in' from those affected by tasks or goals

- Identify and engage leaders and teams who can help achieve tasks and goals while staying on budget
- Apply cost-effective meeting strategies to foster conversations that support the effective and efficient implementation of duties and plans



Evaluate & Monitor

EXPECTED OUTCOME:
more time is devoted to essential core business functions as a result of assessing challenges, course correcting, and adjusting timelines while maneuvering through personality differences & stressful situations

- Monitor and course correct when roadblocks/workplace issues affect the implementation
- Evaluate the progress of the agreed-upon results and outcomes

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