



TrACTION PLAN[®]

Name: _____

Date: _____

Goal: *(This is your call to action. It should stir you. What's your why? "I want to change so that...")*

Strengths: *(What are strengths you bring to your work role or relationships? Type them separated by commas.)*

Top Constraints: *(What behaviors hold you back? What strengths can you take too far? You can group profile scales and use summary phrases for the top constraints but still list the Flippen Profile scale names and the direction of change. In some cases, the direction may be situational such as "Find the right balance of _____.")*

- _____
- _____

Impact: *(Add a sentence on how your constraints impact you. "If I don't work on my constraints, then...")*

TrAction Steps: *(What are your behavioral, observable steps or tweaks to mitigate your constraints? Ideally, group them under the respective constraints they address.)*

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- Get more quick feedback by confidently asking questions such as "What could I have done/said better?" or "Any tips for me on..." Homework: Get feedback 4 times in the next 4 weeks.

Next Steps:

- Complete the first draft of your *TrAction Plan* during your Flippen Group one-on-one session.
- Email or hand a copy to at least four colleagues (peers and direct reports).
- Share a copy with your team leader, making certain they have a chance to weigh in and fully sign off on your *TrAction Plan*.
- If you update your *TrAction Plan* based on input from others, send updated copies to all involved, and your Flippen Group coach.
- Post a physical copy of your *TrAction Plan* at your desk and ideally, also at home.
- Especially for the first 30 days, add a daily calendar reminder to do a quick 1-minute review of your *TrAction Plan*.
- Ongoing: In 90 days, get quick feedback from your team leader, peers, and direct reports on your progress.