

What went well?

What should we keep doing?  
What should we celebrate?  
Where did we make progress?

What went poorly?

Where did we have problems?  
What was frustrating to us or others?  
What held us back?

POSTER MAKING

Headline  
should be  
large and  
clear

Include any  
graphics

Easy to  
read font

Highlight  
your idea

Create  
innovative  
designs

Think  
smart



Making an  
announcement

Create  
awareness

Promoting  
a product

Eye  
catching

Attractive

curious

What ideas do you have?

What ideas do you have for future work together?  
Where do you see opportunities to improve?  
What has untapped potential?

How should we take action?

What do you believe we should do next?  
What specific things should we change?  
What should extend beyond this meeting?

See an example