| **個人新聞稿**  *本季產出成果總結* |
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| **總結項目** |
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| **標題** | *The attention grabber* |
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| **一句話總結** | *imagine how someone would describe this to a colleague* |
| **3 -5 件最高影響力的產出** | *The biggest stuff* |
| **我的時間都花在哪裡？** | *What took up your mental and physical mindshare* |
| **關鍵洞察 / 學習** | *What you know from being so close to the work that might surprise others* |
| **進行中的項目 / 指標數字 / 圖表** | *Maybe you want to visualize these?* |
| **量化影響** | *The observable indicators that you’re driving impact* |
| **總體心情 / 心裡的感受如何 ?** | *How did it feel to get the work done? What contributed to those feelings?* |
| **什麼產出讓我真的很驕傲** |  |
| **什麼事情讓我沒這麼驕傲** |  |
| **我的注意力放在哪裡 ?** | *Anything the broader organization did that you wish you could have been a part of* |
| **提前看看 :** |  |
| **接下來我要產出什麼 ?** |  |
| **我對什麼事情感到很興奮 ?** |  |
| **對我自己 / 團隊 / 公司來說，接下來的「重要機會」是什麼 ?**  **有什麼可以預見的障礙 ? 或是自己心中在擔心的事情嗎 ?** |  |

| **🐦 @koolaidco 👋🏼 koolaidfactory.com 📩 hikoolaidco@gmail.com**  Say hey. Share ideas and feedback. Don’t be shy.  ✨ Template inspired by Amazon’s *Working Backwards* approach✨ |
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