




## SAFEGUARD PRACTICE: FOLLOWING AGENDA


Selecting this door is showing that you're aware of a need to make problem solving meetings more effective!

Now you have had some time to individually observe triggers that prevent you from having an effective **and** short problem solving meet! Let's **now** start engaging others intentionally daily and weekly to examine current reality and start making real change ... together.



### Individual Observation Results

- ✓ Patterns discovered...
- ✓ Awareness increased...



### Group Observation Results

- ✓ COMMON patterns discovered...
- ✓ SHARED awareness increased...
- ✓ ALIGNED choice on priority...



## Daily Stand-Up Questions

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1. What is an achievable action you can do today towards a problem?
2. What is an insight from yesterday that didn't get captured?



## Weekly Retrospective Questions

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*These are intended to add or replace 30m to your existing retrospective meeting agenda.*

1. What actions didn't get done that were planned?
2. What was imagined but no plan made?
3. Which of those categories is more of an issue for the team?
4. What system can you set to reliably implement your desires?