

In a *Tactical Meeting*, *Circle Members* bring *Agenda Items* to address *Tensions* they feel while working in their *Roles* towards the circle's *Purpose*. *Checklist Items*, *Metrics*, and *Projects* are reviewed.

## Checklist Items

A checklist item is type of metric, stated as a question or statement that has a yes/no answer. Each checklist item in a circle belongs to at least one role and may also be assigned to "all circle members". When answering a checklist item, the role filler can answer "Check", "No Check", or "No data." The rules for adding and removing checklist items are the same as for metrics.



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## Metrics

A Metric describes quantifiable value, typically a number, that represent something relevant to the work of the Circle. Each Metric in a circle belongs to at least one role and may also be assigned to "all circle members". When answering a Metric, the role filler can provide the answer, typically a number, or say "No data." Any circle member may add or remove metrics on any other role if it serves their roles. The Circle Lead has the authority and responsibility to maintain useful metrics on the Circle, overriding circle members.