

## Figure C9.4 Case 9—Worksheet—Action Planning and Goal Setting

Team: \_\_\_\_\_

Date: \_\_\_\_\_

| What is the goal? | What are the action steps? | Who is responsible for each step? | When will each action be complete? | Notes |
|-------------------|----------------------------|-----------------------------------|------------------------------------|-------|
|                   |                            |                                   |                                    |       |
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