

Looking Back to Go Forward Worksheet

Think back to a project that you recently completed—one that did not go completely as planned. What were the lessons you learned? How can you get better results next time?

What went wrong/right
What I learned
What I had to do to fix the problem (if any)
What I will do differently next time (or continue to do because it worked so well)



The Cycle Continues—The model does not stop at Accountability

- Review the actions you took during the project, evaluate which ones were productive, and plan to use the lessons learned the next time you work on a similar task.
- The cycle continues through to the next project when you take ownership during the Responsibility state for the new task.