

## CHANGE TRACK RECORD ASSESSMENT

The past track record of change in your organization has a direct impact on the cynicism of and willingness to commit by Target Audience Members. If the track record is poor, Target Audience Members will look for indications that this change will be led and managed differently.

This tool, ***Change Track Record Assessment***, is designed to help understand the organization's history with change.

As you initiate a new change, it is important to look back and gain perspective. This will help on your new initiative.

### ***INSTRUCTIONS***

The items in the table reflect key questions about how prior changes were led.

Consider change initiatives that have occurred over the last several years. Place a check mark in the appropriate column based on the question.

When completed, the table provides an "at a glance" sense of the track record of the organization. "No" responses should be addressed with specific strategies in the upcoming change.

1	2	3	4	5
No				Yes

1. Have prior changes achieved their stated objectives?
2. Were prior changes well communicated?
3. Were sufficient resources allocated to the change effort?
4. Were changes reinforced effectively?
5. How well were Target Audience Members prepared for the change?
6. Were executive Change Leaders effective in their sponsorship role?
7. Were mid-level Change Leaders effective in their sponsorship roles?