

# Engagement Action Plan Template

## Our Plan

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Today's Date \_\_\_\_\_

Which survey item(s) is our focus?

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Strength                      Opportunity

What Team Performance Goal  
do we hope to impact?

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What will we do?

What will success look like?

What people will be involved?

How will we review progress?

## First Follow Up

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Today's Date \_\_\_\_\_

What progress have we made?

Was an additional commitment or  
adjustment made to the Plan?

Progress Review Date

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## Second Follow Up

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Today's Date \_\_\_\_\_

What progress have we made?

Was an additional commitment or  
adjustment made to the Plan?

Progress Review Date

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