



Lesson 8 – Quick Guide Summary Points

Your whole approach to a change initiative is based on these simple, fundamental questions:

- ❖ **BLUEPRINT FOR CHANGE** - Why am I doing this and how is it going to be different when I've made the change?
- ❖ **BENEFITS OF CHANGE** - How is it going to benefit the organisation and how will I know it has benefited the organisation?
- ❖ **IMPACTS OF CHANGE** - Who is it going to affect, how will it affect them and how will they react?
- ❖ **COMMUNICATING CHANGE** - What can I do to help them accept the change and to get them "on side"?
- ❖ **RISKS OF CHANGE** - What risks and issues do I have to face and how can I mitigate those risks?
- ❖ **STEPS TO CHANGE** - What steps do I have to take to make the changes and get the benefit?
- ❖ **LEADING AND MANAGING CHANGE** - How am I going to lead and manage all this so that it happens and I succeed?

The Quick Guide summarises in easy checklists, all of the key questions that you need to address in response to these main points.

It is an invaluable working tool for planning and implementing your change initiative.

This concludes this introductory series of 8 lessons from the Practitioners Masterclass.

Full details of all the Practitioners Masterclass materials can be found here:

<http://www.strategies-for-managing-change.com/practitioners-masterclass.html>
