Effective teams and organizations are great at execution. They focus their efforts carefully on their "wildly important goals" – those few goals that matter more than anything else. The 4 Disciplines of Execution workshop provides four clear disciplines that ensure focus and execution on the organization's top priorities. When the workshop is deployed at every level within an organization, performance of individuals, teams and the organization increases. Leaders and team members are clear on the organization's top priorities and share a framework of accountability to achieve the goals.

Workshop Features

During this day-long workshop, you will learn the four disciplines of execution as well as steps to implement this process within your team and organization. The disciplines are:
1. Focus on the Wildly Important
2. Create a Compelling Scoreboard
3. Translate Lofty Goals into Specific Actions
4. Hold Each Other Accountable– All of the Time

Tools and Resources

Each participant receives a set of tools and reference materials including the newest addition to the FranklinCovey Planning System, the FranklinCovey WorkCompass for Microsoft® Windows® software.

Objectives

When attending as an individual:
- Get clear about what you should work on for maximum impact on your team's top goals
- Become a more valued employee by focusing your work on what matters most to the organization
- Learn how to use a tool to help you focus on key goals and stay on track to achieve them
- Bring back new and better ideas to your workgroup and tools to help them execute with excellence

When attending as an intact team:
- Clarify your team's wildly important goals and align them to the organization
- Identify key team measures and transform them into a visible, dynamic scoreboard
- Identify new and better behaviors needed to achieve each goal and translate them into weekly and daily tasks
- Learn and apply a team accountability process to engage everyone in accomplishing the wildly important goals
- Use the day, as a team, to work on real company and team issues and get actual work accomplished.

When attending as an executive leadership team:
- Refine your organization's strategic focus and define critical goals and performance measures tied to that strategy.
- Chart a path to rapidly communicate and deploy critical goals and performance measures.

Workshop Format

Taught as a one-day, facilitator-led workshop in a corporate, onsite, or public workshop setting.

Facilitator Certification

Certification is available for facilitators wanting to teach The 4 Disciplines of Execution within their organization.

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Core Competencies derived from The 4 Disciplines of Execution workshop can be mapped to performance statements as outlined below:

CORE SKILLS	CORE COMPETENCIES	PERFORMANCE STATEMENTS Participants will be able to:
Focus on the Wildly Important	• Narrowing many work priorities to a few key goals. • Setting goals based on economic, strategic, and stakeholder significance. • Crafting goals that are specific, linked to organizational objectives, achievable, measurable, and deadline driven.	• Recognize the difference between merely important goals and mission-critical goals. • Explain the importance of narrowing to a few key goals. • Describe the probabilities of success or failure on multiple goals. • Establish clear line of sight between team & organizational goals. • Select goals that enhance revenue, cost control, cash flow, & profitability. • Select goals that directly support organizational goals, leverage competencies, and increase market strength and competitive advantage. • Select goals that increase customer and supplier loyalty and ignite the passion of the team.
Create a Compelling Scorecard	• Distinguishing among lagging, leading, and real-time measures of success. • Defining goal measures based on current and target results. • Create a visible, accessible, dynamic scoreboard to track key measures of success.	• Identify key measures of success on team goals. • Explain the importance of selecting the proper type of measure. • Build measures that accurately track progress and drive the right kind of behaviors and outcomes. • Explain the importance of narrowing to a few key measures. • Describe how to design a scoreboard that is accessible, engaging, easy to administer, and concise.
Translate Lofty Goals into Specific Actions	• Identifying the new and better behaviors needed to achieve new goals. • Translating high-level goals into weekly individual goals and tasks. • Using a standardized toolset to plan and track weekly and daily tasks.	• Break down work goals into a few key tasks. • Assign priority to key tasks. • Identify instances of superior performance that can be generalized to execute better. • Brainstorm new or better behaviors needed to achieve new goals. • Ensure that key tasks connect to organizational goals and mission. • Eliminate urgent but less important tasks to free up time for truly relevant purposes. • Demonstrate use of planning tools to enable better execution.
Hold Each Other Accountable All of the Time	• Gaining commitment to key goals. • Conducting and participating in frequent, highly productive goal review sessions. • Clearing the path for others to achieve their goals.	• Explain the distinction between traditional accountability and mutual accountability. • Evaluate current staff meetings to improve mutual accountability. • Explain why team accountability sessions on key goals should be held frequently and regularly. • Describe how to hold "lightning-round" accountability sessions. • Describe how to do productive problem solving in a lightning-round environment. • Explain A-plus behavior as a means of easing team execution. • Determine when accountability sessions should be held, how often, and who should participate.
Implement the 4 Disciplines	• Designing a specific plan of action to implement the 4 Disciplines within the team or organization • Defining the team's key goals in the context of a group work session. • Establishing a tradition of executing with excellence.	• Demonstrate how to create a plan of action for improving execution. • Explain the importance of gathering ideas for better execution from the front line. • Show how to hold a goal-clarity work session to define key goals and measures. • Explain how to prepare for such a session. • Describe how to overcome common challenges and barriers to execution. • Describe how to "cascade" key goals throughout the team or organization.