

# george james Training - Key Learning Points - Action Planning Tool

## DEFINE

### Defined action / activity / skill to develop

"What will I do differently next time to deliver improved results"

## IMPLEMENT

### When and where to implement

"When will I try the new action / activity / skill?" (Be specific)

## EVIDENCE

### Evidence of Success

"How and when will you notice that your new action improves your results"

## COMPLETION

### Successful Completion

"What did I learn and how will i continue developing this set of skills?"
