

TEAM GOAL TOOLS



Developing people to drive performance.

STRATEGIC GOAL EVALUATION 5X5 MATRIX

List the top 5 potential group strategic goals. On your own, score each possible goal based on the 5 categories given. Use the scale to the right to determine a total score for each goal.

1	2	3	4	5
Not Sure		Maybe		Absolutely

POTENTIAL STRATEGIC GOALS	CATEGORIES					Total Score
	Feasible Can we get this done?	Measurable Can we tell if we won?	Meaningful Is it important?	Easy to Understand Does everyone get it?	Effective Will it help our organization achieve its mission?	
1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	+	+	+	+	=	
2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	+	+	+	+	=	
3	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	+	+	+	+	=	
4	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	+	+	+	+	=	
5	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	+	+	+	+	=	

TEAM GOAL SCORECARD

List the top 5 group strategic goals identified by your team. Enter each team member's name across the top and their corresponding scores for each goal. Total the score for each goal. Based on the highest scores, narrow your strategic goals to 3.

POTENTIAL GROUP STRATEGIC GOALS	ENTER EACH TEAM MEMBER'S NAME AND THEIR CORRESPONDING SCORES IN THE BOXES BELOW					Total Score
	Team Member	Team Member	Team Member	Team Member	Team Member	
1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	+	+	+	+	+	=
2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	+	+	+	+	+	=
3	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	+	+	+	+	+	=
4	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	+	+	+	+	+	=
5	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	+	+	+	+	+	=

SMART GOALS

SMART goals are:

S Specific
Are clearly defined, easily understood by all levels of your organization and describe the desired result

M Measurable
Establish concrete criteria for measuring progress toward achieving the goal

A Attainable
Focus on the actions that you can control or greatly influence

R Realistic
Represent an objective toward which you are both willing and able to achieve

T Timely
Are grounded within a specific time frame

Choose your top 3 team/individual goals from the goal selection matrix. In order to get a clearer picture of what your team needs to do to accomplish the overarching performance goals, we need to make our goals more specific. Answer the following questions:

Goals	From Where	To Where	By When	By Whom	What resources do we need to accomplish
1					
2					
3					