

10 suggestions proposal for how the Extended Digital Team can use OKRs

Nick Scott, 26 July 2023



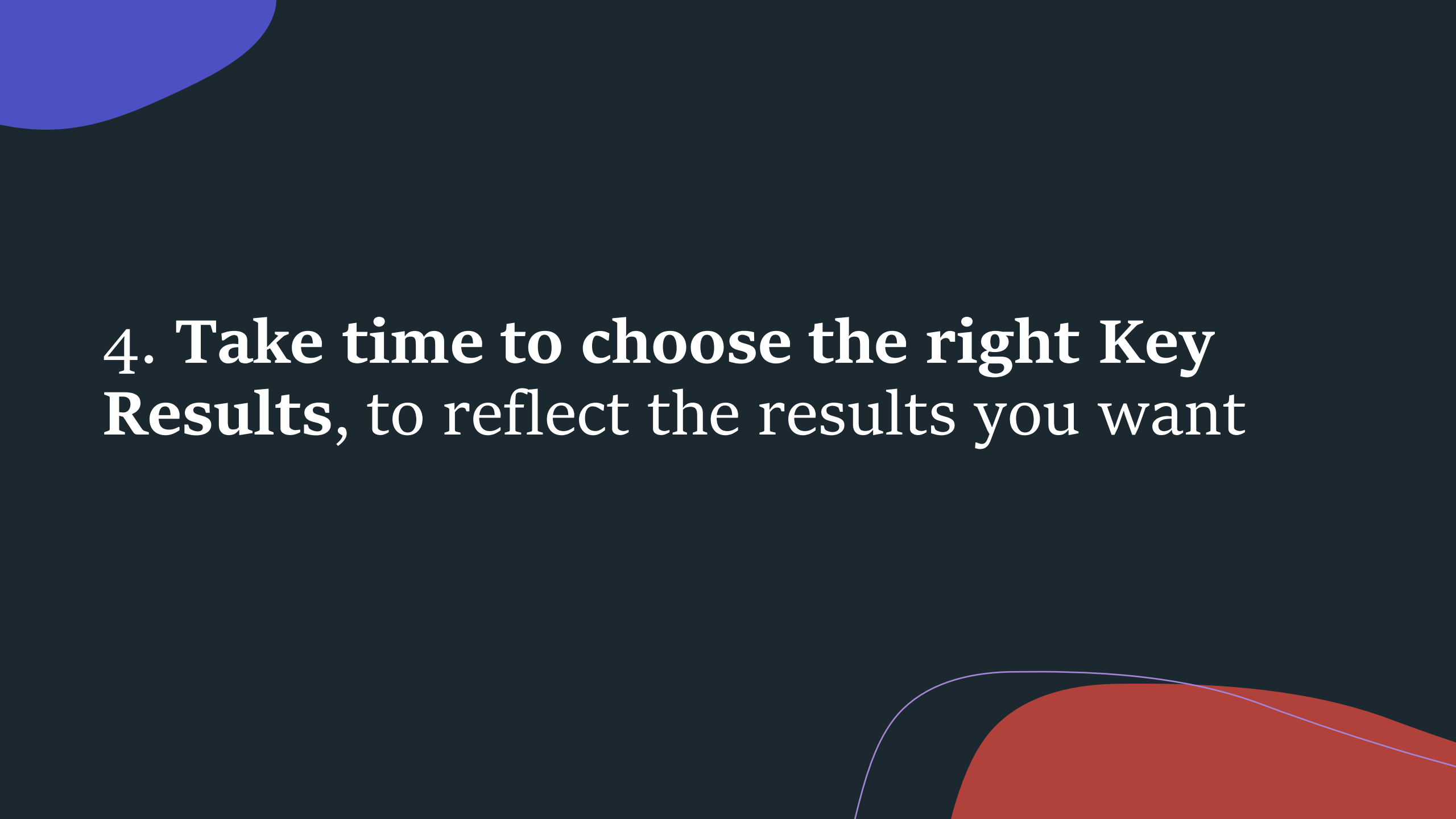
1. Identify potential objectives based on two sources: the strategy and your KPIs



2. **Choose objectives** where working together makes a big difference



3. **Limit yourselves** to 1 or 2 objectives,
and two months to deliver them




4. Take time to choose the right **Key Results**, to reflect the results you want



5. Define a personal time commitment to the objective once it has been set



6. Ideate initiatives and tasks up-front,
but don't set them in stone




7. Share what you're doing with the people you work with in Concern



8. **Meet at the start of every week** to track progress and plan what to do next



9. Meet at the end of every week to
celebrate what you've done



10. **Finish with a retrospective**, before starting all over again

Identify

Identify potential objectives: Draw from your strategy and KPIs to determine what you want to achieve.

Collaborate

Choose collaborative objectives: Focus on objectives where teamwork can bring substantial benefits.

Limit

Limit your objectives: Keep it focused - choose one or two objectives and aim to deliver them within two months.

Measure

Measure the right Key Results: Spend time selecting KRs that accurately reflect the results you want to see.

Commit

Define personal commitments: Once an objective is set, each person should define how much time they can commit to it.

Ideate

Ideate initiatives and tasks: Start by brainstorming potential tasks, but keep plans flexible as things may change.

Share

Share your work: Communicate what you're doing with others in Concern to promote transparency and collaboration.

Progress

Weekly progress meetings: Meet at the start of each week to track progress and plan next steps.

Celebrate

Weekly celebration meetings: Meet at the end of each week to celebrate achievements and recognize hard work.

Reflect

Finish with a retrospective: Reflect on what worked and what didn't, then start the cycle again with this new knowledge.