PROJECT NAME

**Organizational Context**

## Participants

# Purpose

The objective of the session is to develop a *shared understanding* of the direction and organizational context.

The input gathered in this session provides the lens through which we as a team can look at the {PROJECT DETAILS} and the potential future implications and impact of this work on the University.

# OVERALL CONTEXT

1. What trends and business strategies are occurring at UF or within your department today?
2. Are there any strategic changes that are anticipated?
3. Are there any existing threats that you must address to be competitive or grow in the manner you are expecting?

# Internal Context

1. Describe your unit in structure and function.
2. Beyond this training program’s stated objectives, what specific organizational goals/objectives is your unit focused on?
3. How do these goals or objectives impact this training program?
4. What are the key areas of strength of your team today?
5. What are the key areas of opportunity of your team today?

# EXTERNAL FOCUS

1. Who are your customers? (focus for next two years)
2. What do your current customers like about doing business with your unit or when engaged in this process?
3. How do you decide what work to do?
4. What do your customers need that you are not currently providing or what are some areas your customers would like to see you improve?

# PROGRAM FOCUS

1. What is the history of continuous improvement on campus?
2. What previous exposure has your unit had to continuous improvement theory/practice?
3. Beyond your unit’s goals, and what has been previously stated, what are the key improvements or capabilities you want to see result from this project?
4. Have there been any recent events driving this project?
5. Are there any key influencers who may be particularly interested in this success of this project or key deterrers?
6. What cultural influences might we encounter in this work?
7. What physical or political barriers might we encounter?