

FROM COULD-DOS TO SHOULD-DOS: TURNING STRATEGIES INTO ACTION

Purpose: Use this worksheet to move from ideas to intentional action.

You'll first capture *all* the strategies you could try, then narrow your list to the 1–2 actions that deserve your time and energy right now.

STEP ONE: LIST YOUR *COULD-DOS*

As strategies are introduced, write down anything that feels possible, interesting, or worth considering — no filtering yet.

What could I try in my role, setting, or team?

What adaptations or small shifts are possible?

What ideas sparked my interest, even if they feel ambitious?

STEP TWO: PAUSE AND REFLECT

Before narrowing your list, consider:

- Which ideas align best with current goals or priorities?
- Which would have the greatest impact if implemented well?
- Which feel doable with available time, energy, and support?
- Which address an immediate need?

STEP THREE: CHOOSE YOUR *SHOULD-DOS*

From your list above, identify **1–2 actions** you believe you **should** commit to next.

Should-Do #1	
Why this one matters now:	
Action – First Small Step:	
Should-Do #2	
Why this one matters now:	
Action – First Small Step:	

STEP 4: MAKE IT REAL (OPTIONAL ACCOUNTABILITY SECTION)

When will I revisit this?	
Who can support or partner with me?	
What might get in the way — and how can I plan for that?	

NOT EVERYTHING YOU COULD DO NEEDS TO BECOME A SHOULD-DO. STRATEGIC FOCUS IS A STRENGTH.