



The Retrospective

1. Orientation

1.1. What specifically are we trying to achieve through this project?

2. Capturing implementation progress

2.1. What specific strategies have we implemented?

2.2. What didn't we implement as effectively as planned?

2.3. Where is there variability in implementation quality?

3. Reviewing formative impact evidence

3.1. What positive changes did we expect to see by now? What changes have we actually seen? What is the magnitude of the change?

3.2. Who is benefiting more or less from this improvement initiative?

3.3. Have any unexpected positive or negative impacts emerged?

4. Drawing out lessons

4.1. Which actions seem to be more (or less) effective in bringing about the desired change/s?

4.2. What are the key implementation risks/challenges that we need to address?

4.3. What adjustments to our implementation strategies may be needed?

[Note - Use the answers from these questions to inform your next rapid action planning session]

5. Ways of working

5.1. What specifically is working well with how we are working together?

5.2. What could we do differently next time to enhance our alignment and execution?

Improvement Project Name:

Team:

Date:



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5. Ways of working

