

*What is the most important thing I can do in this role this week?*

Week of:

WILDLY IMPORTANT TEAM GOALS

1. Team Goal  
Current Result/Target Result  
By When

2. Team Goal  
Current Result/Target Result  
By When

3. Team Goal  
Current Result/Target Result  
By When

MY FOCUS THIS WEEK

Goal

Task

Task

Task

Goal

Task

Task

Task

Goal

Task

Task

Task

CLEAR THE PATH

For Others

For Others

For Others

For Me

For Me

For Me

WORK COMPASS INSTRUCTIONS

Step 1: Record your team's wildly important goals. Record the current and target results and the date by when you'll accomplish each team goal.

Step 2: Record the three individual goals you must achieve this week to help accomplish the team's goals. Then list the specific tasks or behaviors (think "new and better") you must do to achieve each individual goal.

Step 3: Under "Clear the Path," record specific tasks you can do for others or others can do for you to achieve your respective individual goals.

Step 4: At the end of each week, evaluate your performance by checking off the goal and tasks you have completed.

Week of:

Roles and BIG ROCKS®

Role: Sharpen the Saw® 

Physical

Social/Emotional

Mental

Spiritual

Role:

Big Rocks

Role:

Big Rocks

Role:

Big Rocks

Role:

Big Rocks

Role:

Big Rocks

Role:

Big Rocks

Role:

Big Rocks

About the Weekly Compass®

In addition to using the Work Compass™ to focus on your team's wildly important goals each week, you can also use the Weekly Compass provided here to stay on track with your personal roles and goals. Cut out the Work Compass/Weekly Compass, fold in half along the dotted line, and insert it into your plastic pagefinder.

**Roles®:** Roles are your most important relationships and responsibilities in life. Some examples of roles are friend, brother, neighbor, parent, artist, daughter, teacher, etc.

**Big Rocks®:** Your big rocks are your most important weekly priorities. A key question to ask yourself as you review your roles and choose your big rocks is, "What is the most important thing I can do in this role this week that would have the greatest positive impact?"

**Sharpen the Saw®:** One of the most important roles is the role of "self." At FranklinCovey, we call this "Sharpen the Saw." With the Sharpen the Saw role, there are four areas of personal renewal that need to be regularly attended to: physical, social/emotional, mental, and spiritual. Set a weekly goal in each of these four areas to achieve a more balanced life.