

# Meet & Exceed Your Quarterly Priorities

## Priorities

1. Determine 3-5 year Plan
2. Develop Annual Plan
  - a. One Thing For Year
  - b. 3 - 5 Priorities for Year.
3. Develop Quarterly Plan
  - a. Determine One Thing for Quarter.

## One Page Execution Plan Strategic Discipline

*"Businesses that plan always do better than businesses that don't. But business that change their plans are always more successful than businesses that plan but don't change them."*  
*Michael Gerber, E-Myth Seminar*

## METRICS

**LAGGING INDICATORS:**  
Result you are trying to achieve.

**LEAD INDICATORS:**  
Foretell the result. Lead measure is predictive. Lead measure is influenceable. (2x -1 Ratio)

## DASHBOARDS

- Discipline of engagement (Accountability)
- Simple
- Instantly see if they are winning or losing (Use Success Criteria Red, Yellow, Green)

## EXECUTION DISCIPLINES

1. Priorities
  - Know what to focus on is critical. Where and what do you put your energy toward?
2. Metrics
  - You can't manage what you don't measure.
  - Act on the Lead Measures: The discipline of leverage.
  - Keep a Compelling Scoreboard: People play differently when keeping score.
3. Meeting Rhythms
  - Real execution happens here. Create a Cadence of Accountability.

*"A company with too many priorities has no priorities."*

*Verne Harnish, Mastering the Rockefeller Habits*

*"When performance is measured, performance improves. When performance is measured and reported back, the rate of improvement accelerates."*

*-Karl Pearson, Pearson's Law*

## MEETING RHYTHMS

Cadence of Accountability.

Daily Huddles - Average 7-12 Minutes or less

Weekly Meetings - Average 30-90 Minutes

Monthly - Average Half-Day to a Full-Day

Quarterly - Average One To Two Days

Annual Plan - Two Days each year

## **ROCKEFELLER HABITS 4-3-2-1 FORMULA**

### **FOUR DECISIONS (4)**

**PEOPLE:** Harmonious culture. Enjoy work.

**STRATEGY:** Top line (revenue) growth.

**EXECUTION:** Getting things done efficiently and effectively convert revenue to profit;

**CASH:** “Oxygen” –sufficient cash flow for options (choices) not living month to month to survive.

### **THREE DISCIPLINES (3)**

- **PRIORITIES**
- **METRICS**
- **MEETINGS**

### **TWO DRIVERS (2)**

**PROCESS DRIVER:** Getting things done – Sales, Finance, and Operations.

**PEOPLE DRIVER:** positive and successful relationships: employees, customers and shareholders.

**CATALYST:** Advisor, Consultant, and/or Coach