**YOUR HUMANQ TEAMS TOOLKITA diagram of a customer relationship

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**Complete this section BEFORE your Design Session with your QPod Catalyst**

For help completing your Toolkit, please reference this 5 minute video [HERE](https://vimeo.com/1040475949/229ac48e7d?share=copy). Please note we are currently transitioning our product language, and the video language may not align to this Toolkit.

**INSTRUCTIONS:**

* List your top 2 pain points and top 2 opportunities below
* For each pain point and opportunity fill in each column with 5 (High), 3 (Medium) or 1 (Low)
* Add the total score for each pain point or opportunity in the last column

**Operational Urgency:** level of criticality to business

**Employee Impact:** number of employees impacted, ability to perform their role

**Customer Impact:** customer satisfaction, sales effectiveness, customer retention

**Financial Impact:** revenue growth, margins

**Strategic Alignment:** aligned to broader strategy

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Pain Points and Opportunities** | **Operational Urgency** | **Customer Impact** | **Financial Impact** | **Employee Impact** | **Strategic Alignment** | **Total Score** |
| Low = 1 Medium = 3 High = 5 | | | | |  |
| **Pain Point 1:**  Engineers are not collaborating with product teams | **5** | **4** | **4** | **3** | **4** | **20** |
| **Pain Point 2:**  R&D teams need to move faster and start innovating | **5** | **4** | **4** | **3** | **4** | **20** |
| **Opportunity 1:**  [Insert here] |  |  |  |  |  |  |
| **Opportunity 2:**  [Insert here] |  |  |  |  |  |  |

|  |
| --- |
| **Your Full Name:** |
| **Your Title:** |
| **Company Name:** |
| **Total Number of Participants:** (up to 24): Core Plan |
| **Number of QPod Tracks Purchased:** (up to 4): 2 |
| **Time Zone(s) of Participants:** India, Israel, US |
| **Your Focus Area | Pain Point or Opportunity:** (from the previous page with the highest total score) |
| **Key Business Metrics** (what current business metrics are impacted by your focus area): |
| **Employees Attending the HumanQ QPod Track(s):**   * **Department(s):** (E.g. R&D, Sales, Engineering) * **Level(s):** (E.g. Managers, Directors) * **Intact team?** (Yes/No) * **Manager & Direct Reports Pairings:** (E.g. QPod Track 1 will have a Manager with 2 of their Direct Reports) |
| **Challenges:** (what are the challenges your employees are facing and where are they stuck?) |
| **Success:** (what does success look like for you and your employees?) |
| **How equipped have you been feeling to solve your focus area?** (1 = not at all equipped -> 10 = fully equipped) |
| **How equipped would you like to be to solve your focus area and achieve your desired business outcome(s)?** (1 = not at all equipped -> 10 = fully equipped) |
| **Anything else you would like to share with us on how HumanQ could get you there:** |

**SELECTING YOUR QPOD TRACK:**

* Based on your focus area, select the QPod Track that will best move your employees forward for the greatest impact
* During the Design Session with your QPod Catalyst, you will have an opportunity to customize each of the six QPods

**OVERCOMING CHALLENGES & DRIVING IMPACT**

**QPOD 1:** Defining the Pain Point  
**QPOD 2:** What’s Holding You Back?

**QPOD 3:** Thinking Differently

**QPOD 4:** Asking Great Questions

**QPOD 5:** Transforming Problems into Solutions

**QPOD 6:** Working Smarter, Not Harder

**QPOD TRACK 1**

**BUILDING FOR THE FUTURE**

**QPOD 1:** Defining the Opportunity  
**QPOD 2:** Starting with a Growth Mindset

**QPOD 3:** Think Big

**QPOD 4:** Act Bigger

**QPOD 5:** Balancing Strategy & Execution

**QPOD 6:** Measuring Success

**QPOD TRACK 2**

**INNOVATING FOR GROWTH & AI**

**QPOD 1:** Defining Innovation  
**QPOD 2:** Taking Calculated Risks

**QPOD 3:** Where Are You Stuck?  
**QPOD 4:** Growth Mindset in an Era of AI

**QPOD 5:** Resilience as a Muscle

**QPOD 6:** Measuring Progress

**QPOD TRACK 4**

**UNLOCKING LEADERSHIP POTENTIAL**

**QPOD 1:** Unlocking Your Leadership Potential  
**QPOD 2:** Collaborating for Impact

**QPOD 3:** Building Trust in Teams

**QPOD 4:** Influencing Direction & Outcomes

**QPOD 5:** Taking 100% Ownership

**QPOD 6:** Your Success Blueprint

**QPOD TRACK 3**

|  |
| --- |
| **QPod Track Selected & Designed:**  Please note that the QPod Track name, including each of the six QPod names need to be clear and succinct for all platform and email purposes.  **<INSERT QPOD TRACK NAME>**  **QPOD 1:** Topic **QPOD 2:** Topic  **QPOD 3:** Topic **QPOD 4:** Topic  **QPOD 5:** Topic  **QPOD 6:** Topic |

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**Complete this section DURING your Design Session with your QPod Catalyst**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | QPod Topic | 1 Key Challenge | 1 Key Question | Desired Outcome |
| **QPod 1** |  |  |  |  |
| **QPod 2** |  |  |  |  |
| **QPod 3** |  |  |  |  |
| **QPod 4** |  |  |  |  |
| **QPod 5** |  |  |  |  |
| **QPod 6** |  |  |  |  |

**QPOD TRACK DESCRIPTIONS**

**Defining Innovation: Develop a clear definition and understanding of what innovation mean to create alignment within the team**

**Taking Calculated Risks: Increase your comfort level with taking risks that will drive the business forward**

**Where are You Stuck?: Understand what’s blocking you from driving greater impact and create an action plan to overcome those blockers**

**Growth Mindset in an Era of AI: Learn to embrace technology and AI as a tool that can help increase your impact**

**Resilience as a Muscle: Develop greater resilience by learning to look at failure as an opportunity to learn from mistakes and do things better in the future**

**Measuring Progress: Identify the methods and metrics you will use to measure progress to ensure you are moving the in the direction**

**CT4: DRIVING INNOVATION & AI | INNOVATING FOR GROWTH**

**OVERCOMING CHALLENGES & DRIVING IMPACT**

**QPOD 1: Defining the Pain Point**

Develop a clear definition and understanding of what the pain point is to create alignment within the team

**QPOD 2:** **What’s Holding You Back?**

Identify the blockers that are preventing you from reaching your full potential and that will help solve for the pain point

**QPOD 3: Thinking Differently**

Develop different ways of thinking about both challenges and opportunities to help identify new “outside the box” solutions

**QPOD 4: Asking Great Questions**

Uplevel communication, create alignment, and develop greater clarity by asking better questions

**QPOD 5: Transforming Problems into Solutions**

Change your mindset around how you look at roadblocks and learn to see them as opportunities to try things differently and achieve better outcomes

**QPOD 6: Working Smarter, Not Harder**

Develop the tools necessary to become more efficient in how you work to streamline processes to free up bandwidth for other things

**QPOD TRACK 1**

**BUILDING FOR THE FUTURE**

**QPOD 1: Defining the Opportunity**

Develop a clear definition and understanding of what the opportunity is to create alignment within the team

**QPOD 2:** **Starting with a Growth Mindset**

Learn to use more of a growth mindset rather than a fixed mindset to open possibilities and drive better business outcomes

**QPOD 3: Think Big**

Think beyond your role and your team to develop the big ideas that will drive business impact

**QPOD 4: Act Bigger**

Develop an action plan that will allow you to operationalize your big ideas to increase your level of impact

**QPOD 5:** **Balancing Strategy & Execution**

Understand the right balance between focusing on strategy and focusing on execution to ensure you’re thinking long-term, while acting short-term

**QPOD 6: Measuring Success**

Identify the methods and metrics you will use to measure success to ensure you are achieving your goals

**QPOD TRACK 2**

**QPOD TRACK DESCRIPTIONS (CONT’D)**

**Defining Innovation: Develop a clear definition and understanding of what innovation mean to create alignment within the team**

**Taking Calculated Risks: Increase your comfort level with taking risks that will drive the business forward**

**Where are You Stuck?: Understand what’s blocking you from driving greater impact and create an action plan to overcome those blockers**

**Growth Mindset in an Era of AI: Learn to embrace technology and AI as a tool that can help increase your impact**

**Resilience as a Muscle: Develop greater resilience by learning to look at failure as an opportunity to learn from mistakes and do things better in the future**

**Measuring Progress: Identify the methods and metrics you will use to measure progress to ensure you are moving the in the direction**

**CT4: DRIVING INNOVATION & AI | INNOVATING FOR GROWTH**

**UNLOCKING LEADERSHIP POTENTIAL**

**QPOD 1: Unlocking Your Leadership Potential**

Identify the mindset and behavioral changes you need to make to become a better leader

**QPOD 2:** **Collaborating for Impact**

Learn how to better collaborate with others across the organization to drive greater impact

**QPOD 3: Building Trust in Teams**

Develop an understanding of how to build trust with your teams to increase performance

**QPOD 4: Influencing Direction & Outcomes**

Understand how to influence different stakeholders to drive better outcomes

**QPOD 5: Taking 100% Ownership**

Develop an understand of what 100% ownership means and what you need to do differently to take full end-to-end ownership over your role and your impact

**QPOD 6: Your Success Blueprint**

Create a roadmap of what success looks like for you in the short and long term and how you’re going to achieve it

**QPOD TRACK 3**

**INNOVATING FOR GROWTH & AI**

**QPOD 1: Defining Innovation**

Develop a clear definition and understanding of what innovation means to create alignment within the team

**QPOD 2:** **Taking Calculated Risks**

Increase your assessment and comfort level with taking calculated risks to drive the business forward

**QPOD 3: Where are You Stuck?**

Understand where you are stuck and create an action plan to get unstuck and drive greater impact

**QPOD 4: Growth Mindset in an Era of AI**

Lean into opportunities to embrace technology and AI as a strategic tool that can help increase your impact

**QPOD 5:** **Resilience as a Muscle**

Develop greater resilience by learning to look at failure as an opportunity to learn from mistakes and do things better in the future

**QPOD 6: Measuring Progress**

Identify the methods and metrics you will use to measure progress to ensure you are moving in the right direction

**QPOD TRACK 4**