



# The Work Navigator's Cheatsheet.

This cheat sheet provides practical exercises and actionable strategies to help you successfully navigate periods of change and uncertainty.

## 1. The pulse check

 Time Required: 10 minutes

Objective: Identifying how ready your team is for change and identifying key focus areas.

1. Ask your team to score their confidence (1-5) in their understanding of upcoming changes, whether they feel they have the tools/resources necessary to adapt and to what extent they feel supported by leadership.
2. Identify the lowest scoring area and discuss one actionable step to address it.
3. Set a follow-up to reassess and track progress.

## 2. The decision-making framework

 Time Required: 60 minutes

Objective: reduce decision paralysis and create structured action plans.

1. Define the challenge - state the problem your team, department or company is facing.
2. Assess options - list three possible approaches and their pros/cons.
3. Use a data-driven lens - what data can help inform the decision?
4. Make a decision and assign ownership - set a review date to follow up.

## 3. The open dialogue

 Time Required: Ongoing

Objective: embedding a culture of trust and transparency.

1. Create a forum (e.g., landing page, meeting, form) for any employee at any level to share a recent challenge and how they adapted to overcome it.
2. Discuss these learnings during a meeting or town hall.
3. Create a central repository where these learnings are stored, acting as a guide for future challenges.
4. Celebrate team members who use this and share how they embrace change.

Want to take the guesswork out of how to create a culture that successfully navigates change? It might be time to [Powerup](#).