

Introduction

Work with the following tools and trigger questions to set your goals and scope, analyze your management functions, define levels of decentralization, and learn about common pitfalls:

- The first *Tool - Goals of Self-Management Trigger Questions* - allows you to think through the goals of self-management by yourself or with your work team. Capture and prioritize your goals and use this output for validation with your initiative's key stakeholders.
- The next *Tool - Management Functions Matrix* - serves to define your approach to self-management based on concrete management functions. Describe your management functions and then allocate decision-making rights to self-managing units, while ensuring coherence with the rest of the organization.
- The guidance document *Common issues and how to deal with them* discusses some typical real-world problems, allowing you to consider how to deal with them in your organization.