



## Leading Engaging Team Meetings - Activity Sheet

Team meetings can be a fantastic source of energy and build great engagement for your team. They are also susceptible to becoming a calendar event people dread.

In this course, you explored 5 core objectives for enabling engaging team meetings. Use this activity sheet to focus your learnings and identify your actions for implementation.

### **Vision**

Describe the look and feel of your team meeting experience when you've mastered the art of facilitating valuable team meetings.

### **Meeting Report Card**

How are you doing with your team meetings? What rating would you give yourself?  
1=Not Well, 5=Doing Fantastic

Consistent Meeting Cadence	1	2	3	4	5
Fostering Team Member Connection	1	2	3	4	5
Regular Priority & Vision Alignment	1	2	3	4	5
Accountability With Goals	1	2	3	4	5
Keeping The Team Informed	1	2	3	4	5
Development Activities	1	2	3	4	5

What do you want to Start, Stop, and Continue doing with your team meetings?

Start:

Stop:

Continue:

**Overall**

My biggest take away from Leading Engaging Team Meetings is...

The action I'm committing to taking after this training is...