



7 Ways To Get Going As A Team Manager

Step 07. Review... and Go Again

This one's pretty simple. Once you've worked through each of the previous six areas, take some time out to review how things are going and then reset and go again in terms of adjusting the direction for you and your team.

This seventh point is easy to forget, but regularly reviewing your progress is like pausing on a long journey and taking some time to refuel, reset, rest and focus on the next section of the trip - you'll feel refreshed, energised and have clarity on the things you next need to focus on.

Questions

- How have things been going?
 - What's working well?
 - What's not working?
 - Where could you or do you need to make improvements?
- Have you achieved the goals / targets you set at the beginning?
 - If yes, set some new goals that build on all you've achieved so far
 - If no, re-plan and focus on the things you haven't delivered yet

Actions

- Note down your headline answers from the questions shown here
- Share them with your team and invite them to give their perspectives
- Chat through any improvements you can make to the way you're working as a team e.g.
 - Things to start doing:
 - Things to stop doing:
 - Things to continue / improve:
- Chat as a team to agree your priorities and discuss how you're going to work together to make them happen