

# STOP A DRAINER

START AT THE TOP, AND ONLY ONCE YOU'VE EXHAUSTED ALL POSSIBILITIES GO TO THE NEXT OPTION

**“STOP DOING IT” INSTRUCTIONS:** Be serious about this question. Too many times, draining activities persist in organizations because no one stops long enough to ask if it's still necessary to do it “that way”... or if it needs to still be done at all!

**AS A TEAM, CAN WE...**

STOP  
DOING IT?

YES

NO

CONGRATS! WHAT EXACTLY WILL YOU DO?

**“FIX IT” INSTRUCTIONS:** If you HAVE to keep doing it, what can you change about the meeting, process, or policy? Could the goal be achieved in a different manner? Perhaps you could do it in a group instead of in isolation? Or try a new software? Get creative!

**AS A TEAM, CAN WE...**

FIX IT?

YES

NO

CONGRATS! WHAT EXACTLY WILL YOU DO?

**“ALIGN THE PEOPLE” INSTRUCTIONS:** What drains one person could energize another. Encourage the “right person” to do each step. Who is MOST energized by each part of the process? *NOTE: It's also possible your team may need to recruit for this!*

**AS A TEAM, CAN WE...**

ALIGN THE  
PEOPLE?

YES

CONGRATS! WHAT EXACTLY WILL YOU DO?