

ISSUE WORKSHEET

Developed by Tim Beal of Beal & Associates

Name: _____

Date: _____

Be concise – 1 or 2 sentences that get to the heart of the problem in no uncertain terms.	The Issue Is:
Effect on dollars, people, products, services, customers, timing, the future, etc.	It Is Significant Because:
What you really want to happen.	My Ideal Outcome is:
Short bullet points on How/When/Why/Where it started. Who the players are, the forces at work, today's status, future impact, etc.	What I Have Done Up To This Point:
What specific result do you want? Possible alternatives, potential consequences, coaching, etc?	The Help I Want Is:

Additional Comments: _____
