

QUALITY OF LIFE WORKSHEET HANDOUT

[illegible]

4.3 Primary Personal Needs	4.4 Positive Activity / Behavior to Meet Need
1.	
2.	
3.	
4.	

5.2 Write A Communication Plan

For an issue you'd like to talk through with your partner, employee, family member or other.

Scenario:

1. Define Purpose For Yourself Before Starting the Conversation

2. Check In With The Other Person:

3. Use "I" Statements

4. Share Purpose

5. Determine Next Step(s)

Attributes Of Partners

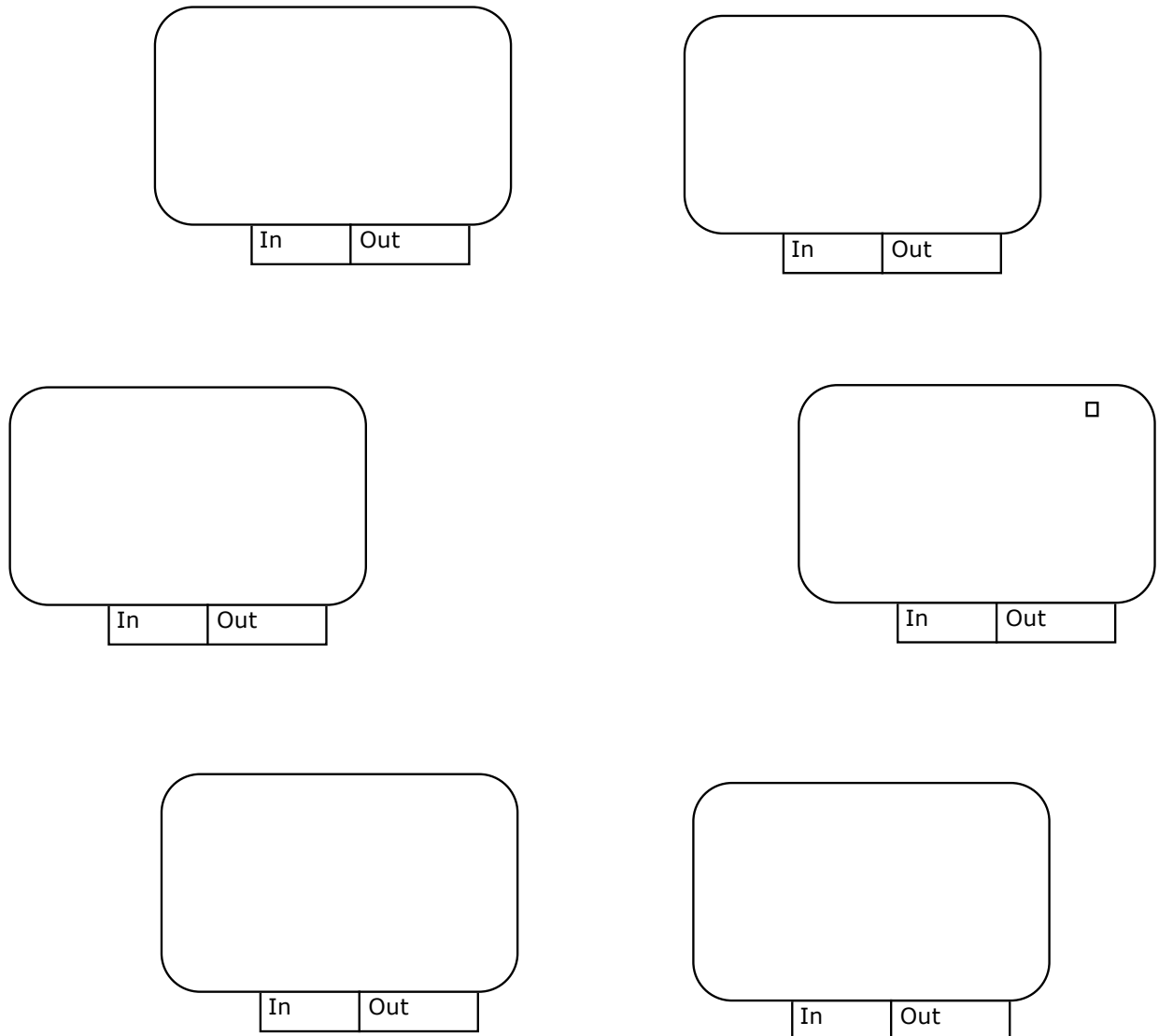
The Eisenhower Box

	URGENT	NOT URGENT
IMPORTANT	DO Do it now.	DECIDE Schedule a time to do it.
NOT IMPORTANT	DELEGATE Who can do it for you?	DELETE Eliminate it.

Interrelationship Diagram

Looking for the weakest link. Driver - effect relationships: A tool to identify the areas of change that will create the highest impact.

Directions: Compare two issues at a time with the question: *Which issue, if solved, will have the larger impact on the other.*



- * Count the arrows in and out for each idea.
- * The boxes that have primarily outgoing arrows - are basic **drivers**.
- * The boxes which have primarily incoming arrows. - are final **effects** that also may be critical to address.

For step-by-step instructions: <http://www.tinyurl.comIDtool>

Strategy Screen*

1. Identify the big question you want to evaluate
2. Identify no more than 5 criteria to evaluate it by. They should include your goals and financial impact.
3. Brainstorm solution strategies.
4. Score the strategies for each criterion. 1 – 4
 - 1: Unlikely to accomplish criteria
 - 2: Might accomplish criteria, but not at a high level
 - 3: Likely to accomplish criteria at an acceptable level
 - 4: Meets criteria at a high level
5. Discuss

Strategies →					
Criteria ↓					
TOTAL SCORE					

- Adapted for farmers from the book *Non-Profit Strategy Revolution*

ACTION PLAN: State clearly what you plan to do, and create accountability.

ACTION	WHO	WHEN	RESOURCES	RANK	Next Meeting Check-In		
					Done	Will By	Cancel
				1-5			

Comments focused on improving this resource, and requests to reproduce it for educational purposes can be sent to atina@organicfarmingworks.com

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