

Managing Performance & Employee Retention
March 5, 2025 | Dusit Thani Resort Guam

Action Plan Template
What are your three key takeaways from today's session?
1.
2.
3.
Implementation Plan
For each takeaway, describe how you will integrate it into your team or organization.
Takeaway 1:
Action Steps:
Timeline:
Resources Needed:
Success Metrics:
Takeaway 2:
Action Steps:
Timeline:
Resources Needed:
Success Metrics:
Takeaway 3:
Action Steps:
Timeline:
Resources Needed:
Success Metrics:
Final Commitment
One key action I will take in the next two weeks is...