

FOCUSING ON RESULTS

Quadrant: Deliver Excellence | Dimension #8 | Internal Focus | Business Results

DEFINITION

Focusing on results is concentrating on the desired outcome with precision and conviction. This requires clear understanding of objectives, managing risk, setting and tracking milestones, developing key performance metrics, leveraging resources, and removing obstacles.

LEADERSHIP LESSON

Vision in the Fog

Have you experienced a time when you lost sight of a goal? What were your “enemies”? Were the enemies real or products of your mind?

REFLECTION QUESTIONS

Q: What is the difference between activity and results?

Q: What other leadership dimensions might you leverage to help you focus on results?

Q: If I want my team to succeed and achieve a goal I need to _____.

Q: What are some best practices for motivating and engaging your team to achieve a goal despite continued obstacles or challenges?



POWER TIPS

These Power Tips can help you sharpen your focus on results in your daily work. Use this page to write your thoughts about how you can incorporate them into your own leadership style.

DISCUSSION NOTES	
1. Never lose focus on the big picture or your immediate goals.	
2. Prioritize the needs of your internal and external customers.	
3. Establish, track, review, and measure project milestones and progress.	
4. Build ownership by including your people in determining their workloads and performance standards.	
5. Develop and grow your people to encourage initiative to enhance processes, systems, and transactions.	
6. Foster a culture of continuous improvement.	
7. Demonstrate how everyone wins by increasing quality and decreasing costs.	
8. Delegate to the lowest level that you can, to help them grow and free your time.	
9. Don't confuse activity with accomplishment.	
10. Keep your boss informed on your progress.	

FOCUS STATEMENT & ACTION STEPS

Look back through your notes on this dimension and write a focus statement that summarizes **where you are** in your development of this dimension and **where you'd like to be**.

Think of what you want to achieve with each leadership dimension and the actions you'll take to achieve your goals. Write the results you desire, applicable dates, and how you'll validate your progress.

FOCUS STATEMENT

DIMENSION	MILESTONE (What I want to achieve)	START DATE	END DATE	VALIDATION (How I'll know I achieved it)
Focus on Results	Identify what activities you can stop doing to clear more time for more important activities.	Tomorrow	2 weeks from now	1. My schedule becomes less chaotic. 2. I won't struggle to meet deadlines because of unexpected tasks.