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CorpLearning.com
CorpLearning@CorpLearning.com
1.800.203.6734

CLI two-minute read

A series of tips that will improve your performance at work in no time!

Conducting a Team Check-In

Susan Cain, The Corporate Learning Institute

Consider starting your next meeting with a team check-in.
A team check in allows you to quickly get a sense of people's energy and intentions. The team check in asks that each member report how they are doing on a 1-10 scale both personally and professionally. The leadership opportunity is to ask, "How can we get you to a 10?"

Team Check In:

1. Ask each individual to think about how they are doing personally and professionally.
2. Allow each person to report a number and as appropriate, the reasons for their given numbers for each area-personally and professionally.
3. If the number is low professionally, ask each what they would need to get a higher number.
4. If the number is low in the personal area, a simple supportive statement is appropriate.

Although the check-in seems to be a simple process, the yield is an increase in intimacy and authentic communication in the group. This allows a great platform from which to build more trust, open expression and give-and-take.

These tips have been gathered over many decades of work with CLI's clients. For more information contact CLI at www.corplearning.com, or Dr. Susan Cain at scain@corplearning.com or (630) 347-6333.