

New Personal Planning

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CHECK IN

☐ Is it possible to inspire people to care more about their work? How?

Summary:

Next Steps:

☐ Where do you think I should be focusing more of my attention?

Summary:

Next Steps:

☐ What was a win that you had last week?

Summary:

Next Steps:

IMMEDIATE FOCUS

MIDTERM FOCUS

LONGTERM FOCUS

Want meeting notes like this with no extra work?

With Hypercontext by Spinach, every meeting has a shared