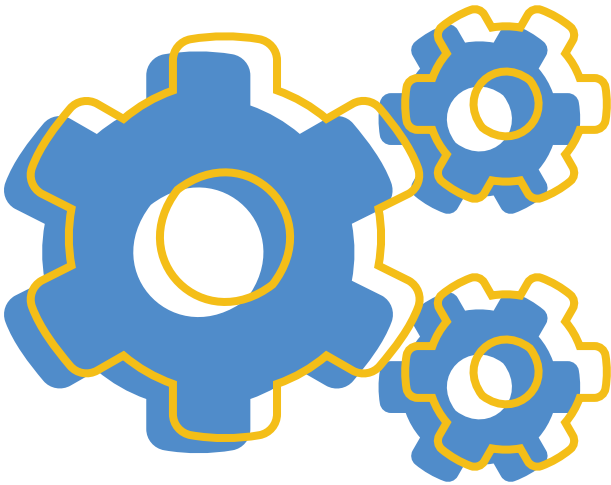


Are you ready for Change?

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“The secret to change is to focus all of your energy, not on fighting the old, but on building the new.”

– Socrates

When it comes to adopting new systems, processes, or software in your business environment, the secret to success is preparation. This seems like common sense, but when it comes to execution many of us do not have a formal process in place. This simple questionnaire outlines the questions that you should be asking and the preparations that you need to have in place for a successful transition into something new.

1. Pre-Implementation

- Have you implemented a change management project before?
 - What have you learned that can be useful in future change management project?
- Do you have active change management projects that may conflict with a new project?
- Are there individuals or departments that are adverse to change?
- How will you announce change?
- What type of support will you need for successful change? Is support readily available?
- How long will it take to roll out? Are you able to create and stick to a schedule?
- Do you feel ready?

Explain.

2. Rolling Out

How will you communicate with your team?

- Will you require additional infrastructure, devices, software?
- Have you assigned a Champion or Power User team to own the project?
- Do you have access to the necessary ongoing training?
- Are there specific benefits to changing?
- Are you able to set measurable goals to track success?

In order for systemic change to be successful, Leadership must lead the charge. However, user adoption is equally as important. To dig deeper into discovering your organization's ability to change, ask each member of your team to score how true the following statements from 1 (very false) to 5 (very true).

Planning

I am a key member in our "game plan" for success.

1	2	3	4	5
---	---	---	---	---

We plan ahead so that we don't have to repeat tasks.

1	2	3	4	5
---	---	---	---	---

Engagement

I am treated with respect from all levels of the organization.

1	2	3	4	5
---	---	---	---	---

Our organization is guided by clear, stated values in our day-to-day work.

1	2	3	4	5
---	---	---	---	---

I feel rewarded when I go above and beyond.

1	2	3	4	5
---	---	---	---	---

I can align personally with my organization's mission/vision statements.

1	2	3	4	5
---	---	---	---	---

I know what makes us better or unique in our industry.

1	2	3	4	5
---	---	---	---	---

I know how my job contributes to achieving our vision/mission.

1	2	3	4	5
---	---	---	---	---

Risk management

We currently have processes in place to manage risk at all levels of the organization.

1	2	3	4	5
---	---	---	---	---

Our organization talks about risk management and acts on it every day.

1	2	3	4	5
---	---	---	---	---

We spend a lot of time completing paperwork to manage risk.

1	2	3	4	5
---	---	---	---	---

Collaboration

People in our organization cooperate to find solutions.

1	2	3	4	5
---	---	---	---	---

The leadership team has set shared goals that require more than one department to succeed.

1	2	3	4	5
---	---	---	---	---

It's easy for me to reach outside my team or department when I need an answer or help.

1	2	3	4	5
---	---	---	---	---

Decision Making

Each level of the organization feels empowered to make decisions that impact day to day operations.

1	2	3	4	5
---	---	---	---	---

Our decision process is clear and transparent across the organization.

1	2	3	4	5
---	---	---	---	---

Front line employees are empowered to solve problems.

1	2	3	4	5
---	---	---	---	---

Communication

The leadership team frequently communicates progress toward our vision/mission.

1	2	3	4	5
---	---	---	---	---

Ideas and feedback are always encouraged and acknowledged.

1	2	3	4	5
---	---	---	---	---

The leadership team strives to walk their talk – actions and words are the same.

1	2	3	4	5
---	---	---	---	---

I consistently understand what is expected of me.

1	2	3	4	5
---	---	---	---	---

I receive regular feedback about my performance, and provide regular feedback about my team's performance.

1	2	3	4	5
---	---	---	---	---

I believe I can bring my issues to the next level and they will be resolved.

1	2	3	4	5
---	---	---	---	---

Learning

I am provided the resources and tools to continue to do my job effectively.

1	2	3	4	5
---	---	---	---	---

We invest in developing the people in our organization.

1	2	3	4	5
---	---	---	---	---

The leadership team gives all workers the ability to change or improve their environment.

1	2	3	4	5
---	---	---	---	---

SCORING

Add up all scores for each statement to see what your next step should be

104-130 (selected mostly 4's and 5's):

Your entire team is well equipped to accept change and meet your goals. Contact Sofvie Inc. to empower your health and safety framework.

78-104 (selected mostly 3's and 4's):

Extra effort should be placed into announcement communication and change culture.

Sofvie has resources to help you prepare your workforce.

Below 78 (selected 3's and lower):

The results show cultural barriers that will reduce overall success when dealing with change. Sofvie can connect you with resources that will help you form frameworks and to effectively coordinate your efforts with stakeholders and the workforce.

If your scores are high, Sofvie is the next step. Contact us today to put your health and safety framework into action.

**CONTACT
US TODAY!**
TO BOOK A DEMO
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