



- Department strategy workshop with Cockpit OKR coaching session #1 with Cockpit and Cabin Crew
- First draft OKRs Train the Trainer for Cabin Crew
- OKR coaching session #2 led by Cabin Crew Final draft OKRs
- Change management and communication planning

**Prepare the Tool** 

**Prepare the Team** 

Phase 1 (2 Weeks)

Coach

Executive Leadership & Product Management Group)

First Class Team (Direct access

Dedicated Support Engineer(SE)

Coach

Engagement Manage (CE)



**Rollout** 

Phase 3 (1 Week)

**Check-Ins** 

Phase 4 (12 Weeks)

**Expansion** 

Phase 5 (xx Weeks)

Define success criteria Success milestones Boarding groups

Release date of finished tool

Confirm scope and integrations

Role and structure mapping

Project kick-off

- Input final OKRs for Cockpit and Cabin Crew Assign OKRs down to team members

Administrative demo of UnlockOKR

- Launch access to Priority Internal announcement to Priority for OKR due dates
- Internal announcement to review/progress OKRs

Meetings with Cabin Crew/Coach to review form

## Weekly check-ins

**PROGRAM GO LIVE** 

- 8-week review Overall usage and OKR progress report
  - Identify struggling OKRs · Success milestone review 12-week review
  - Overall usage and outcome of first quarter OKRs Identify shortfalls and carryover to next quarter Preparation for next quarter OKR drafts
  - Prepare Business Class and Passengers for rollout based on the success of First Class Repeat Phase 3 and 4 for rollout and check-ins
  - Status of success milestones Action items Timeline

Success milestone review

## way through the organization – This builds top-down alignment, support, and understanding throughout implementation.

**Group 1** Executives (Max of 3-5)

**BOARDING GROUPS** 

We utilize a 'front to back' onboarding strategy when

implementing OKRs, starting with top level executives and making our

**Group 2** 

**Group 3** Middle Managers (Max 25)

OKR Champions (Max 5-7)

**Group 5** Colleagues (Max 500)

**PHASE** 

Introduction to OKRS

Co-managers, supervisors, team leads (Max 50)

### **OUTPUT DURATION TASK DESCRIPTION**

SERVICES BREAKDOWN

OKR COACH

**GROUPS** 

Group 1, Group 2,

Group 3

### Foundational Generic introduction to OKRs understanding and 2 Hours including AMA first draft OKRs

	1 1	Department Strategy Workshop	Alignment workshop on department goals for top two levels of management	Goal alignment	2 Days	Group 1
	·	OKR Coaching Session #1	introduce concept in detail and develop respective OKRs	Revised and aligned OKRs	· 1 Day	Group 1, Group 2
	1	Train the Trainer	OKR Bootcamp for internal OKR Champions	Upskilled OKR 'Coaches'	2 Days	Group 1
	 . <b>1</b>	OKR Coaching Session #2	Final OKR alinement workshop	Final draft OKRs	1 Day	Group 1, Group 2, Group 3
		Change Management and Communication Planning	Incidental internal comms support to aid change management	Intranet/corp social media postings, email notifications, etc.	TBD a a a	Group 1, Group 2
		Weekly Check-ins	Connect with Champions to support them on internal management	Best practices and coaching points	1 Hour	Group 1
	4	Mid-quarter "all hands"	Reiterate strategy and top-level objectives, celebrate successes	Realign groups and ensure engagement	2 Hours	Group 1, Group 2, Group 3
		Quarterly OKR Workshop	Review of previous quarter and prep of OKRs for next quarter		.1 Day	Group 1, Group 2, Group 3, Group 4
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OKR KEY PARTNERS						
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### The Client Success Manager will be your go to The Support Engineer works with the Client Success resource for tool training, questions, updates, and Manager through implementation and set-up of the platform for integration and tailoring.



engagement.

schedule management

**OKR Coach** A OKR expert who works with you and your teams

**Client Success Manager** 

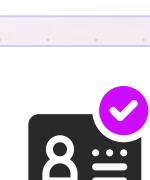
Your single point of contact throughout the entire

focused organization.

The OKR Coach will lead OKR introduction, workshops,

and train the trainer sessions, helping you build an OKR

through your OKR adoption journey.



## **First Class Team**

**Dedicated Support Engineer** 

The technical guru who will ensure your UnlockOKR platform

is ready to take this journey with you.

suggestions and ideas specific to Atos, starting early in Phase 2 (unless otherwise agreed): One intro meeting during Project Kick-Off week Biweekly alignment calls up until end of Q1

Your OKR Champions and one Technical Lead will have

direct access to our Product Management Group team for

- **OUR PROMISE**

Monthly alignment calls there after

# **Lean Software**



**INC. 5000** 

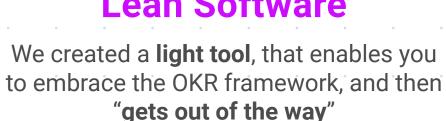
**WORKFORCE TRANSFORMATION EXPERTS** 

**Outcomes Culture** 

Organizations turn to us to turn

OKR theory into reality with a focus on

outcomes, experiences, and efficiency



"gets out of the way"

**OKR Adoption Guarantee** 

Our Joint Pursuit mentality enables us

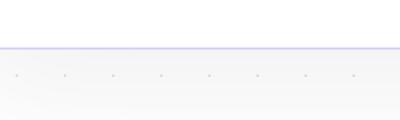
to guarantee successful adoption OKR

framework, & not another SaaS vendor

Helping organizations adopt new processes has been core to our business for over 25 years and we are widely recognized for our work in this field with some of the world's most powerful brands

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Generation





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**REQUEST A DEMO** 

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