

# SHARING OKRS - SUCCESS AT EVERY STEP OF THE OKR CYCLE

## OKR Strategic Planning >> Sharing OKRs

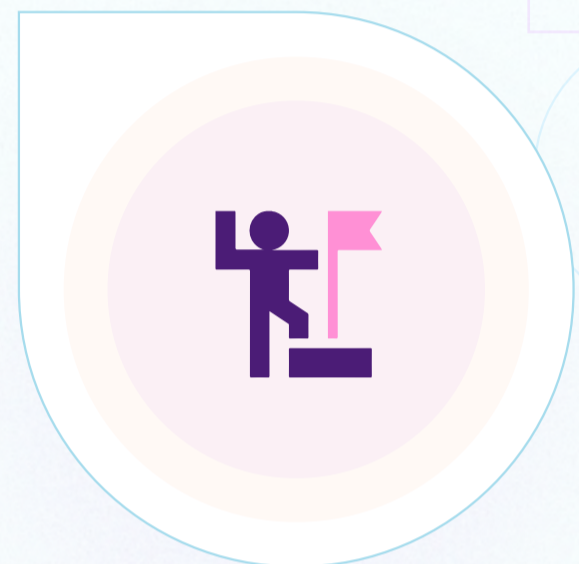
The planning phase makes for the foundational step in an OKR cycle. If you, thus, fail to improve on your planning methods, processes, and timeframes, you will never be able to focus or align your teams to the bigger organizational goals.

## What do you mean by Sharing OKRs?

**Definition:** Sharing during the planning phase involves sessions where teammates communicate to share and do a final alignment. Share or team alignment sessions that increase the team's awareness and commitment happen at the end of the planning phase of the OKR cycle to proceed into the execution phase. Such sessions comprise reviewing the first team-level OKR and each member's OKRs contributing to it. The session continues with reviewing each team-level OKR.

### Aim

In share or team alignment sessions, discussion with individuals on their OKRs is to determine the kind of support they would need and if they are encountering any challenges in achieving their OKRs. Team members may ask questions for clarification, and the session moves along.



### Tool

The conversation module in the Unlock:OKR tool helps to exchange communication among the different employees of the organization, ideally the owner of the OKR, team manager, and contributors, in the form of text comments, about a specific OKR.

The user creates their objectives and key results and wishes to communicate with their team leader, reporting manager, contributor, or any other external organization user. At this time, CFR (Conversations, Feedback & Recognition) enables them to trigger conversations related to a particular OKR.

The **key outcome** of Sharing is **employee engagement**. When employees understand how they contribute to the vision of the organization, its strategic future, and their team's success, they are highly inspired and motivated to accomplish what they have committed to their team persistently. A share or team alignment session offers a final tie of the planning phase and helps engage in the Execution phase.

**To maximize the benefits of sharing OKRs, here are a few best practices for you:**

## Best Practices in Sharing



Executive leaders come together as a Leadership Team. They share department OKRs contributing to the organization's OKRs.



Department leaders bring their teams together to share individual or team OKRs contributing to the department OKRs.



Team leaders bring their teams together to share individual or team OKRs contributing to the department OKRs.



Participants share what, who, their needs, and challenges in a share or team alignment session.