

Limitless Advisor

SUMMIT ACTION PLAN

Use this form to set your priorities and actions for the quarter.

NAME:

YEAR:

QUARTER:

This Quarter's Priorities

BIG Priority:

.....

Big Why & Desired Outcomes

Clarify the outcome you want to create, the benefits of achieving it and why it's important to you.

.....

ACTION 1:
ACTION 2:
ACTION 3:
ACTION 4:
ACTION 5:

DUE DATE

OWNER

NOTES

.....
.....
.....
.....
.....

Progress Priority:

.....

ACTION 1:
ACTION 2:
ACTION 3:
ACTION 4:
ACTION 5:

DUE DATE

OWNER

NOTES

.....
.....
.....
.....
.....

Progress Priority:

.....

ACTION 1:
ACTION 2:
ACTION 3:
ACTION 4:
ACTION 5:

DUE DATE

OWNER

NOTES

.....

Reference and use the On-Purpose Project Planner to help you effectively scope, implement and manage each priority for optimal results.

