

Thinking Strategically as a Team: Participant Worksheet

This worksheet is designed to help you apply the concepts from the “Thinking Strategically as a Team” session using the 5Ws & H (Why, What, Who, When, Where, How) framework.

Start by identifying a situation you want to think about strategically. It could be something professional (e.g., a project, team goal) or personal (e.g., a decision, transition).

Situation or Challenge: Describe the situation you want to focus on:

1. WHY: Why does this matter?

- Why is this issue important to you, your team, or your organization?
- What is at stake if nothing changes?

2. WHAT: What does strategic thinking look like here?

- What long-term goals or outcomes are connected to this?
- What questions do you need to ask to think more strategically?

3. WHO: Who is involved or impacted?

- Who are the key stakeholders, partners, or decision-makers?
- Who could support or challenge this strategy?

4. WHEN: What is the timeline?

- When is action needed? Are there deadlines or windows of opportunity?
- When should you pause to reassess or adapt your strategy?

5. WHERE: What is the context?

- Where is this happening (team, unit, institution, etc.)?
- What external or internal environments shape this issue?

6. HOW: How will you move forward?

- How can you apply what you've learned today to take the next step?
- How will you measure success or progress?