

# Weekly Strategic Planning Worksheet

## 10-Minute Strategic Check-In

### IMPACTFUL FUTURES

*Transforming Tactical Thinking into Strategic Careers*

**Mary K. Trostmann-Tully, CEO & Workplace Coach**

*20+ Years from Individual Contributor to C-Suite*

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Week of: \_\_\_\_\_

*This worksheet is part of the Strategic Thinking Framework developed by Mary K. through her advancement from individual contributor to CIO. Use this 10-minute weekly practice to build the strategic thinking habits that accelerate career growth.*

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## 1. Strategic Alignment Check (2 minutes)

Company's top priority this year:

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My manager's top priority this quarter:

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How my work connects to these priorities:

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## 2. Last Week's Impact Review (3 minutes)

My biggest accomplishment last week:

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Business value this created:

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Pattern I noticed (inefficiency, recurring issue, opportunity):

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### 3. Strategic Thinking Practice (3 minutes)

One process that made me think "there has to be a better way":

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5 Why analysis - Why does this problem exist?

1. Why: \_\_\_\_\_

2. Why: \_\_\_\_\_

3. Why: \_\_\_\_\_

4. Why: \_\_\_\_\_

5. Why: \_\_\_\_\_

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### 4. This Week's Strategic Actions (2 minutes)

One strategic opportunity I'll investigate:

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One strategic conversation I'll initiate: With: \_\_\_\_\_ Topic: \_\_\_\_\_

One insight I'll share (not just an update) in meetings:

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### Weekly Habits Tracker

Check off as completed:

☐ Asked "why are we doing this?" before starting a major task

☐ Shared business impact (not just task completion) when updating others

☐ Built one relationship outside my immediate team

☐ Identified one improvement opportunity

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### Notes

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**Remember:** Strategic thinking becomes second nature through consistent practice. This 10-minute weekly investment builds the habits that accelerate career growth.

**Continue Your Strategic Thinking Development:**

- Complete Strategic Thinking Blog Series: [impactful-futures.com/blog](https://impactful-futures.com/blog)
  - Download additional resources: [impactful-futures.com](https://impactful-futures.com)
  - Ready for personalized coaching? Contact Mary K.: [maryk@impactful-futures.com](mailto:maryk@impactful-futures.com)
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