

Questions Often Asked During a Transformation

1. Personal Impact

- *How will this change affect my job?*
 - *Will I need new skills or training?*
 - *Is my role at risk of being eliminated or outsourced?*
 - *Will this make my work easier, more complex, or more stressful?*
 - *How will my performance be measured under the new system?*
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2. Tools and Processes

- *What new systems, platforms, or technologies will I be expected to use?*
 - *How will these tools integrate with what we already use?*
 - *Will the new tools actually save time, or add more steps?*
 - *How will data be migrated, and will old information still be accessible?*
 - *What happens if the new system doesn't work as expected?*
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3. Training and Support

- *Will I be trained on the new technology?*
 - *How much time will I have to learn before it's required?*
 - *Who can I go to for help when I run into issues?*
 - *Will there be ongoing support, not just at rollout?*
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4. Communication and Leadership

- *Why is this change happening now?*
 - *How does this benefit the company—and me personally?*
 - *Who made the decision, and how was it reached?*
 - *How transparent will leadership be about progress and problems?*
 - *What will success look like, and how will we know we've achieved it?*
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5. Career and Future Outlook

- *Will this open up new opportunities for me?*
 - *How does this position our company in the industry?*
 - *What skills should I develop to stay relevant in the future?*
 - *Is there room for me to influence how the change happens?*
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6. Emotional Concerns

- *Can I trust that leadership has our best interests in mind?*
- *Will I feel left behind if I don't adapt quickly?*
- *What happens if I resist or struggle with the change?*
- *Is this transformation really about improvement—or just cost-cutting?*