**Personal Innovation Gap Analysis**

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| **Self-Assessment:** Read each competency and mark an “A” in the  column that reflects the skills and behavior you currently demonstrate.  **Identify Goal:** Next, review each item and mark a “B” in the column  that is your goal for future competency.  **Gap:** Now, draw a line between A and B on each item, showing the gap.  **(Hold this for later in the course.)**  **Action:** Select 5 items that you would like to improve upon. Put an “X”  in the first column. In the last column write the bullets of your action plan.  **Re-assessment:** Check your progress monthly; choose new items for improvement. | **Rating Key**  **Unaware:** This is new to me  **Novice:** Practice this behavior about 10% of the time  **Fair:** Practice this behavior 10-25% of the time  **Effective:** Demonstrate this behavior 25-50% of the time  **Proficient:** Model this behavior most of the time and beginning to advise others  **Master:** Embody this behavior in the day-to-day running of the organization |

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| **WISDOM** | Unaware | Novice | Fair | Effective | Proficient | Master | Action Plan |
| Looks for “a better way” and challenges the conventional to generate more ideas. |  |  |  |  |  |  |  |
| Pulls together unrelated concepts to create new possibilities. |  |  |  |  |  |  |  |
| Thoroughly understands a few powerful tools that help me evaluate possibilities better |  |  |  |  |  |  |  |
| Understands the factors that influence success |  |  |  |  |  |  |  |
| Able to predict, evaluate and moderate risk |  |  |  |  |  |  |  |
| Can describe a possibility in a way that engages and motivates others. |  |  |  |  |  |  |  |
| **CULTURE** | Unaware | Novice | Fair | Effective | Proficient | Master | Action Plan |
| Aligns people, resources and processes towards a common vision. |  |  |  |  |  |  |  |
| Facilitates brainstorming sessions effectively |  |  |  |  |  |  |  |
| Prioritises projects effectively. |  |  |  |  |  |  |  |
| Relates new ideas to existing business strategies and objectives. |  |  |  |  |  |  |  |
| Builds trust, honesty and openness. |  |  |  |  |  |  |  |
| Supports and encourages the ideas and opinions of others. |  |  |  |  |  |  |  |
| Cultivates collaborative relationships wherever and whenever possible. |  |  |  |  |  |  |  |
| **REACH** | Unaware | Novice | Fair | Effective | Proficient | Master | Action Plan |
| Understands customer needs and wants completely. |  |  |  |  |  |  |  |
| Regularly reads the outside world for new trends, technologies, ideas and information. |  |  |  |  |  |  |  |
| Understands where growth will come from. |  |  |  |  |  |  |  |
| Understands what competitors are doing. |  |  |  |  |  |  |  |
| Networks inside and outside the organization effectively |  |  |  |  |  |  |  |
| Provides the time, resources, skills, and reward for implementation of new ideas. |  |  |  |  |  |  |  |
| Gives team members 100% responsibility for getting things done. |  |  |  |  |  |  |  |

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