APPENDIX WORKSHEET

# Your First 90 Days

| | |
|---|---|
| YOUR COUNTERSTEER | One function with a named owner, then three, then one page for the whole business. |
| YOU WALK AWAY WITH | A dashboard for the whole business, an owner on every line, and a new Health Check score to compare. |

| YOUR NAME | COMPANY | DATE STARTED |
|---|---|---|
| | | |

Don't try to fix all twelve functions at once. This plan takes you from one function to a dashboard for the whole business, one month at a time. If you only finish the first thirty days, you'll still be ahead of most people who finish a business book.

| | |
|---|---|
| **Day 1 date** | |
| **Day 1 Business Health Check overall score** | |

| | Days 1–30 | Days 31–60 | Days 61–90 |
|---|---|---|---|
| **Focus** | Find your wheel | Add two more | Fill the page |
| **Done looks like** | One function with a named owner, a measure, and a review on the calendar. | Three functions, three owners, three measures, and a month of Tuesday reviews. | One page for the whole business, an owner on every line, and a new Health Check score to compare. |

## Your Three Functions

From your Health Check: the lowest score first, then the next two.

| Order | Function | Score | Accountable Owner | Measure / target | Added on |
|---|---|---|---|---|---|
| 1 | | | | | |
| 2 | | | | | |
| 3 | | | | | |


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## Days 1–30: Find Your Wheel

| | |
|---|---|
| Day 1. Take the Business Health Check. Circle your lowest-scoring function. | DONE ON |
| Week 1. Read that chapter and do its assignment. Run Step 1: Find the Driver on the one number you check most. | DONE ON |
| Week 2. Name one Accountable Owner for the driver and write down the measure. Add the row to the Countersteer Dashboard. | DONE ON |
| Week 3. Draft your One-Page Business Plan from Chapter 1. It takes 45 minutes, so don't polish it. (If Infrastructure was your lowest score, you're already done.) | DONE ON |
| Week 4. Hold your first fifteen-minute Tuesday review. Same time every week from here on. | DONE ON |

## Days 31–60: Add Two More

| | |
|---|---|
| Second-lowest function: read the chapter, do the assignment, and add its row to the Dashboard. | DONE ON |
| Third-lowest function: read the chapter, do the assignment, and add its row to the Dashboard. | DONE ON |
| Give every driver an Accountable Owner who isn't you wherever you can. On a team of one, write your own name and a date. | DONE ON |
| Keep the Tuesday review going. Don't add a fourth function until the first three each have an owner and a number. | DONE ON |

## Days 61–90: Fill the Page

| | |
|---|---|
| Fill in the remaining rows of the Dashboard using the Countersteer line from each chapter. One driver, one owner and one number per function. | DONE ON |
| Retake the Business Health Check and compare it with Day 1. The gap is your result. | DONE ON |
| Look at what moved. Which drivers changed a number, and which didn't pass the Tuesday Test? Replace the ones that didn't. | DONE ON |
| Pick the next lowest-scoring functions and run the cycle again. | DONE ON |


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# Day 90: Compare

| Line | Score |
|---|---|
| Day 1 overall Health Check score | |
| Day 90 overall Health Check score | |
| The gap (your result) | |

| |
|---|
| Drivers that moved a number |
| Drivers I'm replacing, and with what |
| Next functions for the next 90 days |

*A plan that fits on one page and gets reviewed every Tuesday will beat a perfect plan nobody opens. Start with one wheel.*


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