

# COMPASS TOOL



**THE COMPASS TOOL HELPS YOU TO CREATE AN ACTION PLAN. IT HELPS YOU TO SET GOALS, IDENTIFY ACTIVITIES AND TO THINK ABOUT THE THINGS THAT MIGHT HELP OR HINDER THE CHANGE YOU WANT TO MAKE**

### How to use the tool:

- 1 Draw the four compass points on a large sheet of paper: North, South, East and West. Each compass point will represent a different way of thinking about your action plan.
- 2 The North point represents your destination. At this point write down your goals. Goals describe what success looks like. Remember this is not about what you will do, but about what things will look like if you are successful.
- 3 The South point represents the current situation. Use it to write down the things you want to move away from and the good things you want to build upon. This acts as a starting point or baseline against which you will be able to measure how far you travel.
- 4 The West point is where you should list all the actions that you will have to do in order to achieve your goals. Listing all the activities that need to happen is really important. Think about the sequence of activities and agree who will do what, by when.
- 5 The East point is the place to list all the things that might get in the way of you achieving your goals. They are risks that you will have to think about. If you anticipate potential problems you can then think about what you might need to do to minimise the chances of them happening. This is a good way to maximise your chances of success.

Revisit your compass regularly. It is a great way to check how well you are doing. It also gives you a chance to make helpful adjustments to the original plan.

### NXTHINKING

**This tool will help you to identify goals and what will need to be done to make change happen**

It encourages you to test your assumptions and anticipate the things that might put your plan at risk. It can also be used to review progress, helping you to stay on track with your action plan.



Thinking about Change



Thinking about The Future

“  
**Setting out where we wanted to go and the steps we needed to take to get there helped us to keep on track. Thinking about the possible pitfalls was also really helpful.**”

