

~ FISH ~

Application Worksheet

PLAY!

One thing I can apply at work tomorrow to incorporate "Play":

One thing I can apply at work tomorrow to incorporate "Make Their Day":

MAKE THEIR DAY

One thing I can apply at work tomorrow to incorporate "Being There":

BE THERE

One thing I can apply at work tomorrow to incorporate "Choose Your Attitude":

CHOOSE YOUR ATTITUDE



Employee Motivation Assessment Worksheet

Complete this worksheet to assess how motivated your employees seem to be and to consider how well you are using available strategies to keep them motivated. Then complete the checklist below to make sure you are on track.

Date:

Employee morale is _____ (Up? Down? Flat? Mixed?) because:

Successes we have achieved to date:

Individuals and teams who have been instrumental in success to date and what motivates them:

Reward ideas for employees or teams:

Aspects of the "big picture" to emphasize at this point in the effort:

Checklist: How Well Are You Maintaining Employee Motivation?	Yes	No
1. Have you offered feedback and recognition to individuals who have been instrumental in successes to date?		
2. Have you communicated successes achieved so far and how they relate to the big picture?		
3. Have you celebrated successes and the accomplishment of major milestones?		
4. Have you spoken recently about the team's ability to overcome problems?		
5. Have you spoken to team members about the importance of their work and how it relates the company or unit's larger goals?		
6. Have you remembered to offer special rewards for achievement?		

If you answered "no" to any question, consider how you can improve or remedy the situation in the upcoming weeks.

Improving Employee Motivation Action Plan



What are the steps that need to be taken in increase Employee Motivation in your company, workgroup or team?	Who's going to do it?	When will it be done?
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		