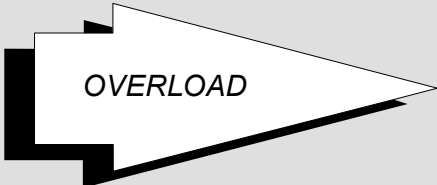
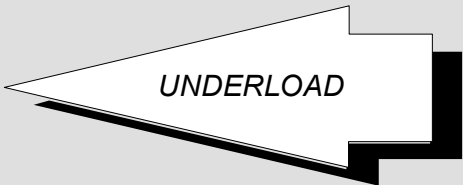


# THE WORK RE-DESIGN WORKSHEET

What is the overall purpose and/or goal of this work re-design?  
 To improve quality of product or service?  
 To save time?  
 To save money?  
 To make a better worker-work fit?  
 Other...



**LEARNING**

**too little  
to learn**

5 4 3 2 1 0 1 2 3 4 5  
 just  
right

**too much  
to learn**

**MEANING**

**too little  
meaning**

5 4 3 2 1 0 1 2 3 4 5  
 just  
right

**too much  
meaning**

**WHOLENESS**

**job too  
small**

5 4 3 2 1 0 1 2 3 4 5  
 just  
right

**job too  
big**

**EMPOWERMENT**

**too little  
freedom**

5 4 3 2 1 0 1 2 3 4 5  
 just  
right

**too much  
freedom**

**FEEDBACK ON PERFORMANCE**

**too little  
feedback**

5 4 3 2 1 0 1 2 3 4 5  
 just  
right

**too much  
feedback**

# The way it is now...

## THE VERTICAL DIMENSION

**PLANNING;**  
Who sets direction and goals, budgets, schedules, organizes work, assigns, staffs, trains, networks etc. for the target jobs?

Second level up

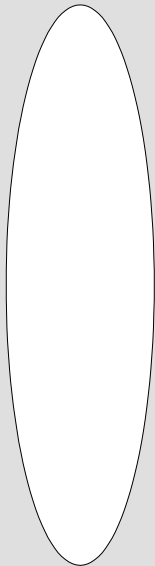
First level up

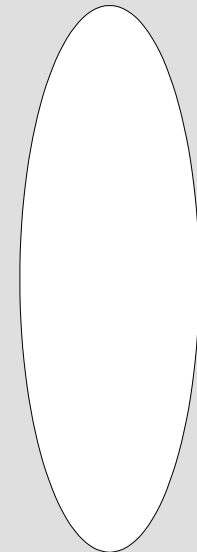
**CONTROLLING:**  
Who measures, controls, evaluates, corrects, rewards, punishes, provides feedback, problem-solves, etc. for the target jobs?

ENTER PROCESS STEPS FROM BEGINNING TO END. ONE STEP FOR EACH BOX.  
NUMBER THE BOXES IN SEQUENCE. USE ARROWS TO SHOW CONNECTIONS..

SUPPLIERS

CLIENTS



Draw a circle around each existing job that is a target for re-design.

THE HORIZONTAL DIMENSION

# The way it could be after a re-design...

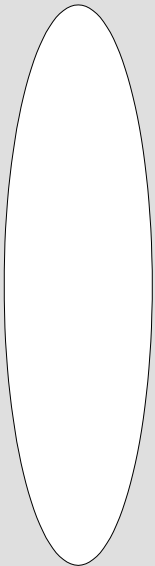
## THE VERTICAL DIMENSION

PLANNING& CONTROLLING: How will this be handled under the re-design?

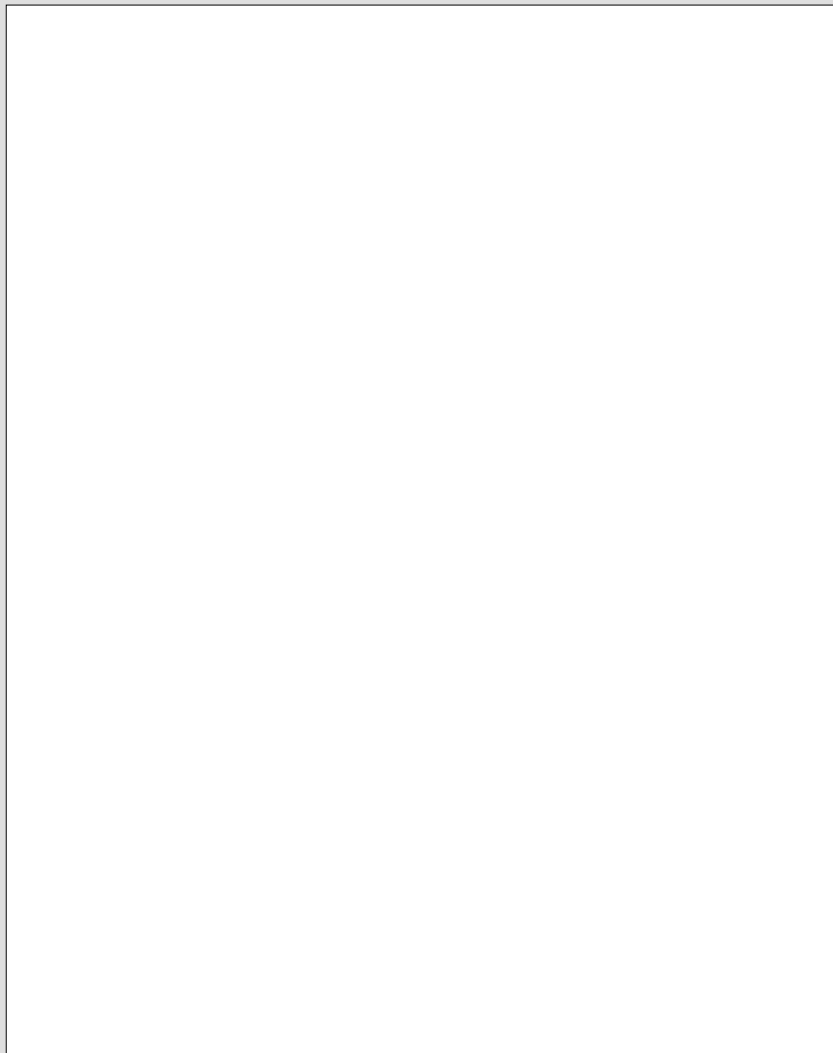
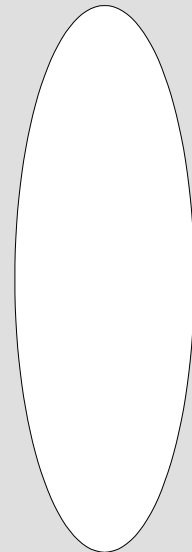


Draw the new workprocess in the space provide. Show who will do what tasks.

SUPPLIERS



CLIENTS



THE HORIZONTAL DIMENSION

Describe what will happen to the worker-work fit as a result of the redesign.

FACTOR	BEFORE THE CHANGE	AFTER THE CHANGE
LEARNING		
PURPOSE		
WHOLENESS		
EMPOWERMENT		
FEEDBACK		

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