

GUIDESHEET

5P'S FAST COLLABORATIVE PLANNING

In a fast moving world we need ways to get everyone on the same page without using up valuable time and resources on plans that never get used.

We create those plans using the 5P's Fast Collaborative Planning Tool.



PURPOSE

Choose your technical or adaptive topic and begin by discussing and then writing down a straightforward statement that answers the key question:

- **What is the specific purpose / goal?**

PRINCIPLES

Every good plan is framed by a set of guiding principles or tests such as 'must fit the budget'.

Your key question is:

- **What principles are important to guide decisions and actions?**

These principles are the 'tests' that your overall plan must meet.

For **adaptive issues** involving customers, end users or people impacted by your plan, reflect on questions such as:

- What's most important to our customer, end user or others impacted by this?
- Values and beliefs?
- Relationships and groups?
- Behaviours and routines?

PERFECT OUTCOME

The 'perfect outcome' usually describes the benefits of fulfilling the purpose.

For example, the purpose might be to build a new house and the perfect outcome is a great family home.

Your key question is:

- **What is the perfect outcome?**

Some design thinking prompts:

- What is the ideal customer or end user experience?
- How will this look or feel when completed?
- How do we want people to feel about the outcome?
- What would make this a 'wow' outcome?

PLAN

This is where you do most of the work to design the plan (using post-its or lists to sort into categories).

Your key question is:

- **What are the key sub-goals?**

For example, to buy a house there will be sub-goals in areas such as finance, design, construction and so on. Each goal has a series of tasks.

When in the 'adaptive space' expand your thinking by asking questions such as:

- What if...? Why Not...?
- What are the assumptions to challenge here?
- How do we 'fast test' things (eg: build prototypes, run experiments)

PRIORITIES

The final 'P' ensures that you know what to do first and who is going to do it.

Your key question is:

- **What actions need to happen first?**

For adaptive issues, take small steps to test assumptions, by asking:

- What's the fastest way to test the assumptions?
- How can we experiment and learn quickly?
- How can we run the 'ACL' on this?

Finish with an action debrief to learn and improve your fast collaborative planning.

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**USE THE 5P'S TO
CREATE NIMBLE
PLANS FOR
TECHNICAL AND
ADAPTIVE ISSUES**