Accountability Box

**When to use:** Anytime you seek action from people impacted by a change.

**How to use:** At the end of a workshop, training, or session, fill out the template for yourself first!

- have everyone fill out an action they’ll commit to
- have everyone either:
  - give their template to someone else
  - put it in the accountability box, have change team members distribute on the date written down
- randomly distribute to people in the room

**Avoid:** Measurements, or forcing people to use it!