



STAYCONNECTED

Action planning for team inclusion and digital wellbeing

Template

1. Goal setting	
Define one SMART goal for improving team inclusion and one for promoting digital wellbeing.	
Goal category	SMART Goal (Specific, Measurable, Achievable, Relevant, Time-bound)
Team inclusion	
Digital wellbeing	

Action steps				
Step	Action step description	Responsible person	Resources needed	Target date

(add more if needed)

Potential barriers and solutions	
Identify challenges that may arise and propose strategies to address them	
Potential barrier	Proposed solution

(add more if needed)





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