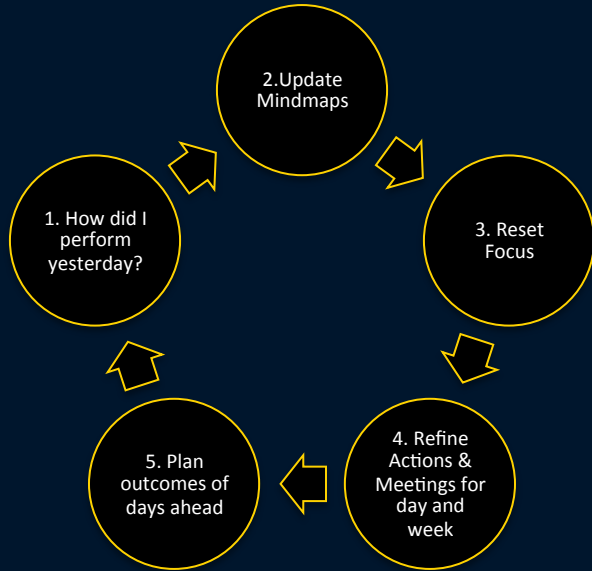


MORNING FOCUS SESSION



Weekly Focus (Rocks):

- 1.
- 2.
- 3.

	URGENT	NOT URGENT
IMPORTANT	1	2
NOT IMPORTANT	3	4

Meeting / Actions	Outcome of meeting "What people will think, feel and do when they leave the meeting"	Key Messages I need to deliver in the meeting to get the outcome (Context . WIIFM / Why / Quality)