

Long Term Plan

Name: _____ Area of planning: _____

Planning period: from _____ till _____

Planning Aspects:

What do you want to plan and which aspects have to be considered?

1. Should Be

What do you want to accomplish in the long run?

2. Analyse the AS/IS

Analyse the present situation in regards to the just stated "Should Be"

Strength (internal)

Weaknesses (internal)

Opportunities (external)

Risks (external)

3. Actions

What (Program) has to be done **How (Actions)** so that you can get from the As/Is to the Should Be.

Program A (What?): _____

Actions (How?) For A

- | | |
|----------|----------|
| 1. _____ | 4. _____ |
| 2. _____ | 5. _____ |
| 3. _____ | 6. _____ |

Program B (What?): _____

Actions (How?) For B

- | | |
|----------|----------|
| 1. _____ | 4. _____ |
| 2. _____ | 5. _____ |
| 3. _____ | 6. _____ |

Program C (What?): _____

Actions (How?) For C

- | | |
|----------|----------|
| 1. _____ | 4. _____ |
| 2. _____ | 5. _____ |
| 3. _____ | 6. _____ |

Program D (What?): _____

Actions (How?) For D

- | | |
|----------|----------|
| 1. _____ | 4. _____ |
| 2. _____ | 5. _____ |
| 3. _____ | 6. _____ |

6. Controlling

How will you control your own plan?

7. Initial Steps

Plan the beginning more detailed:

Who has to know?

Who will tell them?

How do I/we communicate?

When will the plan start?

Who will be responsible for what?

My first actions:
