

Getting It Done with the CPR Card™ in 1 2 3 Steps



Motivate & Facilitate
with Data

Collaborating on projects. Tracking and communicating progress.
Getting it done!

Success does not happen by accident, nor do high-performing teams and organizations develop by chance. Consistent performance flows from a disciplined approach to executing the essential functions of your team or organization.

Getting It Done with the CPR Card™ is Performance Fact's practical, web-based project management tool for ensuring disciplined implementation of your plans, projects, and programs. Users of the CPR Card™ (Continuous Progress Report Card) process will:

- Break down your plans and priorities into [manageable chunks](#) for stepwise disciplined implementation.
- Use a dynamic [dashboard](#) to monitor and communicate your progress.
- Collaborate with [colleagues](#) and [keep stakeholders](#) in the loop.
- Foster individual and team [ownership](#), [accountability](#), and [celebrations](#).
- Create customizable reports to gauge [progress](#) and [success](#) across your entire organization.
- Receive and send real-time [notifications](#), messages, and reminders.
- Access a customized [calendar](#) showing all your tasks and milestones.
- Track all your plans, programs, and priorities in [one location](#).

Getting things done well demands discipline! The CPR Card™ offers a proven, easy-to-use process for managing projects of any size or complexity. It keeps all stakeholders focused, informed, accountable, and excited ... from start to finish.

► *Recommended schedule for the Getting It Done with the CPR Card™ process: Anytime*

STEP BY STEP

STEP
1

Define and resource the priorities.

- ◆ Manageable chunks, concrete tasks, and alignment of people, time, and budget

STEP
2

Keep team and stakeholders engaged.

- ◆ Sustaining the interest of and collaboration among team members

STEP
3

Track and communicate progress.

- ◆ Continuous monitoring and communication across teams