Objectives and Desired Key Results

1. **Responsible Team Member(s):**

2. **Strategic Goal Focus:** Health – Connections – Learning – Operations

3. **The Objective:** (concrete and action-oriented; may be operational, programmatic, or learning-focused)

4. **The Key Results:** (think **SMART**; achieved KRs = achieved objective)

   - KR1:
   - KR2:
   - KR3:
   - KR4:

5. **The Action Plan:** What steps are required to achieve the objective? Who are the team members?

Results and Closing the Loop

6. **Results**
   - Key Result 1:
   - Key Result 2:
   - Key Result 3:
   - Key Result 4:

7. **Analyses** [Was the outcome achieved? What was learned? Provide a narrative.]

8. **What decisions, plans, or initiatives resulted from this assessment?**
Student Affairs Objectives and Key Results Guide Sheet

Discussion and Follow-up Tracking
(this section is optional—digital submission still required)

You may use the signature lines below to track submissions, follow ups, and other conversations related to this guide. Part of closing the loop is to discuss results with your supervisor and adjust plans as needed.

Discussion Topic:
☐ OKR selection, phrasing, and targets
☐ Preliminary results
☐ Final results
☐ The response (action plans)

Discussion participants/signatures: __________________________  __________________________  __________________________
                                                                                     __________________________  __________________________
                                                                                     __________________________  __________________________

Discussion Date: __________________     or     Online Submission Date: __________________

Digital Submission Link: https://bit.ly/2XvlVmc