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Assignment 4 – Installing the 4DX Model

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Installing Discipline 1: *Focus on the Wildly Important Goal (WIG)*

Develop one (1) blended learning online course based on one (1) of the company's existing courses and migrate it to a selected agreed upon learning management system (LMS) in 8 months (*40 weeks*).

Installing Discipline 2-1: *Act on the Lead Measures (CSLE for Learners)*

1. Team deconstructs one of our courses and groups them into identified components to be reconfigured, designed, and deployed in constructing a significant learning environment for our future online students (*8 weeks*)

The key components identified

- a. Online interactive student manuals (include and strategically locate already developed videos in manual).
- b. Key videos with voice over narrations to be created for student interaction.
- c. Translate quizzes to game play variations for maximizing student engagement (including drag and drop answers to correct devices; multiple choice, math calculations specifying answers to an exact precision; and real-world case study scenarios).
- d. Chat forums for students to either immediately access an online instructor, deposit parking lot questions, or schedule a visit with the instructor when a course last more than 1 day.

Installing Discipline 2-2: *Act on the Lead Measures (Identifying LMS for CSLE)*

1. Team identifies the top five (5) leading learning management systems (LMS) for evaluations (*1 week*).
2. Team reviews, weighs, and discusses the pros and cons of each LMS including documented feedback of existing industry learners, and by consensus agreement select

- one (1) that best fits our organization CLSE (identified in *Installing Discipline 2-1*) for course development and deployment (*1 week*)
3. Team adapts the LMS to implement the CSLE (*3 weeks*).
 4. Team agrees on scheduled training to be done for each team member to acquire skillsets for learning agreed on selected LMS (*4 weeks*).
 5. List the course's modules to be developed and migrated to the LMS. Team discusses and selects the modules each will work with to migrate, collectively establish a start and end date/timeline for each module in the course, listing responsible team member assigned for/to each task (*1 week*)
 6. Course has a total of 12 modules. Team is comprised of 4 members. Each member has responsibility for 3 modules. The team agrees that each member will complete three modules in 3 months (*12 weeks*)
 7. Course beta testing previously scheduled with organization's operations department personnel and preferred external clients, triggered at the end of the training team's modules completion, and will last for 1 month (*6 weeks*), with feedback mechanisms already established for immediate collection.
 8. Team reviews feedback data, comments, decide on and prioritize critical edits; schedule immediate implementations (*2 weeks*).
 9. Final testing of course modules (*1 week*).
 10. Team successfully deploys the migrated course to the LMS (*1 week*).

Installing Discipline 3: *Keep a Compelling Scoreboard*

1. List the WIG at the top of the scoreboard.
2. List each course modules to be migrated to the LMS on the Scoreboard.

3. List start and end date for each course module, indicating responsible team member, and reflect/update completion percentages weekly against the established targets.
4. By consensus agree on placing the scoreboard in the department's team gathering area for perpetual viewing.

Discipline 4: Create a Cadence of Accountability

1. Department/team meets once a week every Monday at 8:30 am. The meeting will last thirty (30) minutes. The first ten (10) minutes to review tasks related to the Whirlwind non-negotiables. The remaining twenty (20) minutes dedicated to reviewing the 4DX implementation change execution plan.
2. Team reviews tasks assignment, progress, and completion against original/previous week's agreed dates and times.
3. Review if there are any additional and or new resources needed that were not previously identified, critical to removing project inertia.
4. The team by consensus will agree on, schedule, and assign new tasks with set progress and completion dates.
5. Establish bi-weekly celebrations for the team individually and collectively for each on time completion.

References

Covey, S., McChesney, C., & Huling, J. (2012). *The 4 Disciplines of Execution: Achieving Your Wildly Important Goals*. Simon and Schuster. ISBN B005FLODJ8