MOTIPULATION · KIMBERLY FISCHER

The Follow-Through Checklist

6 BETTER checks for leaders who are done repeating themselves

Your team isn't following through. Before you push harder, check how you're leading. Check a box only if it's true **most of the time**, not on your best day. It takes 5 minutes. Then pick **one** step and do the action this week. Just one.

B — Build

The foundation before the mountain

- ☐ My team knows what we're building and why it matters.
- ☐ Every person knows what "done right" looks like for their job.
- ☐ I've written down the basics instead of keeping them in my head.

> **This week:** Write down the 3 things you expect from your team every single day. Share them.

E — Encourage

The oxygen of leadership

- ☐ I notice what people do right, not just what they get wrong.
- ☐ I say it out loud, and I'm specific.
- ☐ My team isn't afraid to tell me when something's wrong.

> **This week:** Catch one person doing something right each day. Tell them exactly what it was.

T — Train

The repetition of excellence

- ☐ I show people how, not just tell them.
- ☐ I watch them do it before I expect them to do it alone.
- ☐ When something keeps going wrong, I re-train before I get frustrated.

> **This week:** Pick the one task you're tired of re-explaining. Train it again, step by step, and watch them do it.

1 Check honestly **2** Find your lowest step **3** Do one action this week

T — Trust *The hardest skill every leader must learn*

- ☐ I let people do it their way when the result is still right.
- ☐ I don't redo work just because I'd do it differently.
- ☐ I check in on a set schedule instead of hovering.

> **This week:** Choose one task you keep checking on. Set one check-in time and leave it alone until then.

E — Empower *The power you give away*

- ☐ My team can make some decisions without me.
- ☐ I've handed off at least one thing I used to do myself.
- ☐ Things don't stop when I'm not in the room.

> **This week:** Hand off one task completely. Give clear steps, a deadline, and the authority to finish it.

R — Reproduce *Leadership that outlives you*

- ☐ I'm growing at least one person to lead, not just to follow.
- ☐ Someone on my team can train a new person without me.
- ☐ If I stepped away for a week, the standard would hold.

> **This week:** Ask one person to teach a task to someone else. You watch. You don't jump in.

Your score

Total checks: _____ out of 18 My lowest step: _____

The number matters less than this: **which step had the fewest checks?** That's your step. Start there.

You don't become ready by waiting.
Pick one action. Do it this week.
Repetition is the recipe for success.

Want the whole system?

My book, *Motipulation: How to Get Your Team to Follow Through Without Force, Guilt, or Yelling*, walks through all six steps in detail. If this checklist showed you where things are breaking down, the book shows you how to fix it, one step at a time.

Get it here: **[LINK]**

Never stop improving. – Kimberly Fischer