

Accountability Setup Checklist

Adapted from *The Big Bearded Ginger's Guide to Team Fixes*.

Name

Team

Date

☐

I have clearly defined what each person owns.

Owner

By when

☐

I have made progress and priorities visible to the whole team.

Owner

By when

☐

I check in consistently when expectations are missed.

Owner

By when

☐

I correct calmly and supportively, without blame.

Owner

By when

☐

I reinforce fairness by holding everyone to the same line.

Owner

By when

QUICK TIP

Accountability works best when people see what is theirs, then believe they can handle it.

NOTES

Morale-Boosting Checklist

Adapted from *The Big Bearded Ginger's Guide to Team Fixes*.

Name

Team

Date

☐

I have looked for signs of low morale and acknowledged them out loud.

Owner

By when

☐

I have created at least one achievable quick win to regain momentum.

Owner

By when

☐

I have recognized individuals for their effort or contribution.

Owner

By when

☐

I have added a small moment of relief or lightness to the day.

Owner

By when

☐

I am prepared to reset again if the slump returns.

Owner

By when

QUICK TIP

Morale is not magic. It is momentum.

NOTES

Culture Reset Checklist

Adapted from The Big Bearded Ginger's Guide to Team Fixes.

Name	Team	Date
☐ I have hit reset with a clear message and team input.		
Owner	By when	
☐ I hold short daily check-ins to keep goals in view.		
Owner	By when	
☐ Each team member knows their core responsibilities.		
Owner	By when	
☐ Wins are posted, shared, and shouted out regularly.		
Owner	By when	
☐ A simple cheat sheet is growing into a team playbook.		
Owner	By when	
☐ I check in at 30, 60, and 90 days and adjust based on feedback.		
Owner	By when	
☐ I point to real progress when doubt creeps in.		
Owner	By when	

QUICK TIP

Culture is built on what happens daily, not what is written on the wall.

NOTES
