**The Level 10 Meeting™**

**The Weekly Agenda**

Day: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Segue (Personal & Business Bests)

Scorecard Review

Rock Review (On Track / Off Track)

Customer / Employee Headlines (Good / Bad Reports)

To-Do List (Done / Not Done)

|  |  |
| --- | --- |
| Who | To-Do |
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Issues List (Prioritize; IDS)

|  |  |
| --- | --- |
| Priority | Issue |
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Conclude

Recap To-Do List

Cascading Messages

Rating (1-10)