

# Manager's Preview Worksheet

Use this worksheet to outline the content for a Manager's Preview. Consider the key learning concepts, desired outcomes and important role the Manager will play in supporting their employee.

Discuss how the learning solution aligns with the organization's business objectives.	
Discuss the research that outlines the importance of the managers' role throughout the initiative.	
Provide an overview of all the learning experiences their people will be attending.	
Explain the manager's impact in all phases (BEFORE, DURING, AFTER).	

**Outline key learning concepts, desired outcomes and actions a manager can take to support their employee. Remember to include assessments and activities from the learning event.**

Key Learning Concepts/ Assessments	Desired Outcomes	Manager's Role