SUCCESS NETWORK TEAM

THE PROCESS
Meet with your Success Network Team at a mutually agreeable time.

All team members should be present.
WHO WANTS TO BE CAPTAIN?

One person should be designated as Captain. This person will be responsible for notifying all team members of team meetings via email, Facebook group, etc. The exact role of the Captain should be discussed among the team members.
BASIC STEPS OF SNT MEETINGS

1. REPORT on the progress each member has made since the last meeting.
   At your first meeting you will declare a goal.

2. SHARE a new goal (or possibly the same one) that you would like to work toward accomplishing.

3. DISCUSS ideas and suggestions on achieving your goal from your team members and make notes.

4. COMMIT to taking action steps toward your goal by the next meeting.
After your meeting, and once you have thought through your **GOAL** and **ACTION STEPS**, it will be time to submit your SNT write-up online.

Follow the steps on the next slides to make sure your SNT write-up is accepted the first time!
GOAL SETTING

Your **GOAL** should be a **BROAD STATEMENT** about one main thing you want to accomplish.

The goal could be something you will work on during the time between this meeting and the next meeting, or it could be a goal for the semester. At following meetings, each member should REPORT on their progress toward his/her goal.
ACTION STEPS are the smaller goals, or objectives, that will help you achieve the broader goal. Use your notes from your SNT meeting to help you develop your Action Steps.

For each broad goal, there should be two or more ACTION STEPS.
ACTION STEPS – SHOULD FOLLOW THE S.M.A.R.T. METHOD

S = SPECIFIC:  
Who, what, when, where, which, and why!!!

M = MEASURABLE:  
Progress should be able to be measured!

A = ATTAINABLE:  
Your goal and action steps should be important to you. They should stretch you a little, but still be attainable!

R = REALISTIC:  
A realistic goal or objective should stretch the individual, but not break him/her. It should be something you WANT TO DO.

T = TIMELY:  
A goal or objective should be anchored in a time frame – otherwise there is no urgency in accomplishing it.
Within 24 hours of your SNT meeting, EACH MEMBER needs to individually submit an online SNT form.

There CANNOT be one form submitted for the entire team.
Again, each team member must submit his/her own online form for his/her own goal and action steps.

This must be done within 24 hours of your team’s SNT meeting.

Three meetings and submissions are required for induction.

Six meetings and submissions are required for the Excellence in Leadership Award.
• We promise to give you feedback within 3 BUSINESS DAYS of your online submission. If you have not heard back within 3 business days, please feel free to email Dodie at ddmariott@viterbo.edu to make sure your submission was received.

• If your submission is declined, you will receive an explanation as to why. You must then rewrite and resubmit the SNT write-up in another online form.

• Please be aware that a denied write-up will NOT count toward the number of submissions needed for induction and/or the Excellence in Leadership Award. Only submissions that are approved count toward the required number of SNT write-up submissions.
GOAL:
To become more fit, eat better, exercise more, become stronger, and just become overall more healthy.

ACTION STEPS:
Work out in groups, this will help me stay motivated to stick with it. Also lift weights with people who will push me to do my best and continue to improve.

What do you think of the goal?
What do you think of the Action Steps?
Do the Action Steps follow the SMART Method?
How could this be better written?
GOAL:
Pass the NCLEX in June to become an RN in Wisconsin. Also to secure an RN position by the time I graduate.

ACTION STEPS:
1. Do practice questions in my NCLEX review book 2 to 3 times a week for 45 minutes each time.
2. Do at least one practice ATI test each week.
3. Continue to apply for RN jobs.

What do you think of the goal?
What do you think of the Action Steps?
Do the Action Steps follow the SMART Method?
How could this be better written?
QUESTIONS

Think of any questions you may have about the SNT process, goal setting, and action step writing.

As stated before, if goals and action steps are not correctly written, they will be declined, and you will have to rewrite them.

Should your SNT submission be declined, you will need to rewrite it and resubmit it on another online form. That is the ONLY way we can approve it so that you get credit.