

Write Your First OKR

1

Pick a priority

What matters most for your team this quarter?

2

Write your Objective

Include WHO benefits, the VALUE (added benefit), and the FUTURE STATE. Keep it qualitative and inspiring.

3

Underline the promises

Mark every promise your Objective makes to the people it serves — each one becomes a Key Result on the next page.

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4

Turn each promise into a Key Result

One measurable number per promise — format: from X to Y by when.

KR 1

KR 2

KR 3

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