

## EMPLOYEE INVOLVEMENT CHECKLIST

### 1. Organizational aspects

*Please select:*

*How do you assess the current level of organizational culture, covering:*

	Excellent	Good	Fair	Neutral
Internal communication				
Future orientation				
Culture of flexibility				
Culture of innovation				
Customer focus				
Digital orientation				
Teamwork and knowledge sharing				



#### The following checklist

guide set a method to

evaluate the involvement and readiness of the employees' to start with digital transformation initiatives. You can use these questions to set anonymous employees questionnaires, or later on in discussion within the HR department, project teams, when planning next activities and when communicating your strategy.



## 2. Leadership aspects

*How do you assess the current situation in your organization?*

	Agree	Neither agree, neither disagree	Disagree	Don't know
Senior leadership is open to new ideas				
Your manager is open to new ideas				
Your team is open to innovative projects				
Your manager inspires the others				
Your manager provides quality informal feedback on your work				
Your potential is accurately evaluated				
Your manager cares about your opinion and work				
Your manager provides clear workplans and timelines				
Your manager accepts responsibility for success and failures				
Your manager adapts to changing circumstances				
Your manager encourage your personal development				



### 3. Individual aspects

*How do you assess / what is/ your current involvement in the digital initiatives:*

	Excellent	Good	Fair	Neutral
Your knowledge about digital vision and strategy				
Your knowledge about the “whole picture”				
Your competences for digital project implementation				
Your motivation to experiment				
Get support from the others in the team to try new initiatives				
Get support from managers to experiment your own ideas				
Get support to learn and to improve skills				
Get support to work with experts from other departments, organizations etc.				

