

DIGITRANS LESSONS' LEARNED CHECKLIST

1. Organizational level:

Please select the answers that respond:

How do you estimate the impact of the digital transformation initiatives on:

	Substantially improved	Slightly improved	Moderately improved	Not improved
Process Improvement				
Workplace Improvement				
Vertical Integration				
Management Support				
Horizontal Integration				
Cost Reduction				



The following **Lesson's learned guide** propose a method to evaluate the outcomes of your digital transformation initiatives. You can use these questions later on in internal discussion within the team, when planning next activities and when communicating your experience with different stakeholders.



2. Individual level:

Please select the answers that respond:

How do you estimate the role and satisfaction from the digital transformation initiatives on individual level:

	Substantially improved	Slightly improved	Moderately improved	Not improved
Employee support				
Employee motivation				
Employee knowledge and competences				
Individual performance				
Team performance				
Organizational culture				



3. External level:

Please select the answers that respond:

How do you evaluate how digital transformation initiatives in your organisation respond on the following external constraints?

	Outperform expectations of:	Satisfy expectations of	Do not comply to the expectations	Deteriorate to the expectations
Customer Demands				
Supply Chain partners				
Innovation Push				
Market Pressure – Competitors				
Regulations, Laws/Government				

4. Comments and remarks, based on Digital transformation experiences, incidents, factors that were overestimated and underestimated.

5. What would you change next time?

