

Capstone Project Component:	Your Notes:
Focus <i>Describe the general focus of your project</i>	
Team <i>List the team members who worked on the project</i>	
Need <i>Describe the specific need(s) your project aimed to address</i>	
Objectives <i>Describe the specific objectives your team aimed to achieve</i>	
Assets <i>Describe the key assets (people, systems, resources) your team engaged to help develop and execute the project</i>	
Action Strategies <i>Describe the key action strategies your team used to execute the project</i>	
Team Development <i>Describe the team development activities (e.g. team building, training, TA) you used to help equip the team for action</i>	
Testing & Refinement <i>Describe how your team refined its planned action strategies based on your experience with implementation</i>	
Results to Date <i>Describe the results of your project to date, and any planned next steps</i>	
Lessons Learned <i>Describe your key lessons learned</i>	
Success Story <i>Describe a success story or breakthrough that occurred as you were working on your Capstone Project</i>	
Next Steps <i>Describe any planned next steps regarding your Capstone Project</i>	



**Leadership
Learning
Program
2018-19**

**Team Capstone Workshop
Discussion Guide**

February 20, 2019