

Reverse analysis



TECHNISCHE
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SchreibCenter at the Language Resource Center

- ✓ Specific action items are defined in order to achieve a goal in the future
- ✓ Suitable for complex tasks or projects
- ✓ Creates order and provides a structure to your thinking

Procedure

TODAY/NOW	MIDWAY POINT	DEADLINE
...
...
...

Start with the right column: deadline

- ✓ What exactly happens then?
- ✓ What details will you have achieved by then?
- ✓ ...

Center-column: midway point

- ✓ What needs to be the case at the midway point for you to achieve your goals by the deadline?
- ✓ What are the necessary conditions for this?
- ✓ ...

First column: today/now

- ✓ What can you do today to ensure that x will be the case by the midway point?
- ✓ What steps are you already taking?
- ✓ And also: What have you done today already with regards to your goal?
- ✓ ...

Based on:

Reader zur berufsbegleitenden Intensivausbildung zum Coach im August 2018. Institut für Angewandte Psychologie in Köln, Prof. Dr. Manuel Tusch, S. 47f.

de Bono, Edward (2002): De Bonos neue Denkschule: kreativer, effektiver arbeiten, mehr erreichen. München: mvg.