

One of The Institute's **worksheets** series, to help you improve your leadership skills and capability, making you a better leader

This worksheet, based on the Spotlight 'What is Change?' will help you focus on understanding change as the process of moving from the current state to some desired future state and the categorisation of change based on its impact upon individuals, teams and the organisation.

You should take approximately **two hours** to complete this worksheet and read the accompanying Spotlight

1. Unscramble the letters below to identify six types of organisational change:

almondpeelvet	germteen	italiansnort
discopie	rainstormfatalno	onioncutus

2. Complete the chart below with the six types of organisational change presented in order of their likely impact upon the organisation, ranging from 1, where the impact is restricted to individuals or teams through to 6, where the impact will be organisation-wide.



3. Give reasons for your ranking 1 – 6 in the space below:



Worksheet

Leading Change: What is Change?

4. Complete the table below with examples of three different types of change that have taken place, or are taking place, in your organisation:

	1	2	3
Description of change and type			
Identify the reasons for the change			
Positive outcomes of the change			
Negative outcomes of the change			

5. Write a tweet in the space below to explain to colleagues what is meant by 'types of organisational change':

All references are cited in The Institute of Leadership & Management (2018) 'Spotlight on What is Change?'

Vision – Leading Change – What is Change?

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