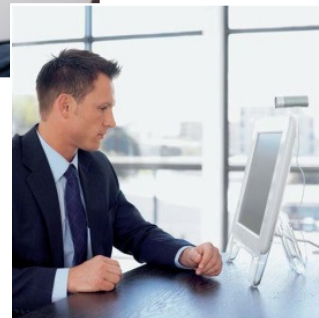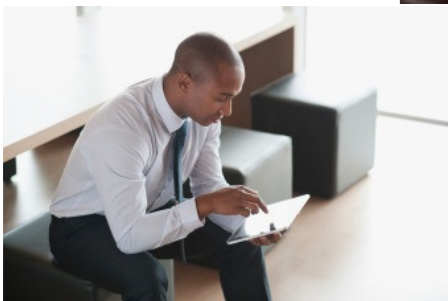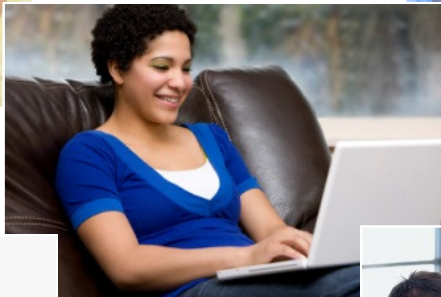# change accelerator

Capability Overview

Web-based change management methodology and toolkit to help change practitioners, project teams, and HR professionals facilitate change within the context of their strategic initiatives.

change accelerator
www.ChangeAccelerator.com

Part of the Emergent suite of tools
www.EmergentConsultants.com

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Home

From Change Accelerator's Home page you can do several things – visit the Dashboard to check the status of your change initiative, browse the Change Toolbox, consult the Change Model, or assess your effort to determine where best to direct your attention. You can also access the Implementation Checklists, view tools by phase and type, and search across the platform.

Comprehensive Tools to Facilitate Change

Search Tools by Keywords

Dashboard Reporting

Optional Dedicated Change Expert

Organizational Change Model

Implementation Checklists

Filter Change Tools by Phase

Filter Tools by Type and Format (Excel, Word, PowerPoint)

Change Roadmap

The **Accelerating Change & Transformation (ACT)^{TM}** roadmap provides a process to help guide your organizational change effort. If you already have a change management model, GREAT! The ACT^{TM} roadmap can augment your existing approach. The Change Accelerator tools and implementation checklists are aligned to the ACT^{TM} phases.

The ACT^{TM} model

List of recommended tools for each phase

Overview of each phase with links to that phase's implementation checklist and tools

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Dashboard Reporting

The **Dashboard** provides an overall snapshot of how your change initiative is doing. From here, you can quickly view Status and Progress of each of the six phases. Print or e-mail this page for your project team as part of regular status meetings.

Change Accelerator

Search [ ] 🔍 [Find]

HOME **DASHBOARD** CHANGE MODEL TOOLS EXPERT HELP HELP

Dashboard

This Dashboard provides an overall snapshot of how your change initiative is doing. From here, you can quickly view Status and Progress of each of the six **Accelerating Change & Transformation (ACT)**^{TM} phases. Print or e-mail this page for your project team as part of regular status meetings.

Plan the Change

Progress: Nearly Completed
Status: Some Issues
(Status)

Progress ▬▬▬▬▬

You can access the *Plan the Change* implementation checklist here.

Create a Sense of Urgency

Progress: Good Progress
Status: On Track
(Status)

Progress ▬▬▬▬▬

You can access the *Create a Sense of Urgency* implementation checklist here.

Lead the Change

Progress: Good Progress
Status: Some Issues
(Status)

Progress ▬▬▬▬▬

You can access the *Lead the Change* implementation checklist here.

Engage the People

Progress: Not Started
Status: Some Issues
(Status)

Progress ▬▬▬▬▬

You can access the *Engage the People* implementation checklist here.

Align Systems & Structures

Progress: Completed / Monitoring
Status: Major Obstacles
(Status)

Progress ▬▬▬▬▬

You can view the *Align Systems & Structures* implementation checklist here.

Sustain the Change

Progress: Good Progress
Status: On Track
(Status)

Progress ▬▬▬▬▬

You can access the *Sustain the Change* implementation checklist here.

cleanprint   pdf   email

Most Recent Updates

NEW: Self-Assessment of Personal Change Agility
NEW: Case for Change template

- - - - - - - - - - - - - - - - - -

Implementation Checklists:

▸ Plan the Change
▸ Create a Sense of Urgency
▸ Lead the Change
▸ Engage the People
▸ Align Systems & Structures
▸ Sustain the Change

- - - - - - - - - - - - - - - - - -

Tools by Phase:

▸ Plan the Change
▸ Create a sense of Urgency
▸ Lead the Change
▸ Engage the People
▸ Align Systems & Structures
▸ Sustain the Change

- - - - - - - - - - - - - - - - - -

Tools by Type:

▸ Template

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Implementation Checklists

An **Implementation Checklist** is provided for each phase to help guide your activities and selection of change management tools.

Checklists provide suggested activities and recommended tools and templates. These pages also allow you to track and save your progress against the activities.

Change Toolbox

An alphabetical list of all **tools and templates** in Change Accelerator, mapped to the phases of the ACT™ roadmap.

Tools and Template

A license to Change Accelerator gives you 24/7 access to **downloadable organizational change management tools an templates**, in Microsoft Word, Excel, and PowerPoint formats (Office 2007 or later).

Change Assessment

Description

A tool for measuring change capability and for addressing the specific challenges faced by the change team.

Purpose

This tool delivers a graphic representation of the degree to which each change phase has been addressed at any given point during a change initiative. Thus, the tool enables the team to focus on those change phases that need attention at that time.

In its initial application, the tool can be useful in:

- Assessing the overall Change capability of the organization or team
- Identifying change strengths in the organization that can be leveraged for change initiatives
- Identifying Change improvement
- Developing an initial baseline

For many teams, this is an essential tool they are working on. At a minimum, current habits, beliefs and practices.

Throughout the change initiative:

- Identifying areas the team
- Tracking changes in the tool

Reverse Imaging

Description

A process for envisioning a successful initiative in behavioral terms and defining what it will take to get there.

Purpose

This tool helps the team paint a word picture of the future state and the concrete steps it will take to achieve it. It helps the team translating the initiative's goals into the new behaviors and attitudes needed to realize them.

Often, this will be confrontation with embedded in the statement of so

Threat-Opportunity Matrix

Description

A process to help the team create the case for change by identifying the threats or opportunities driving the change.

Purpose

A strong case for change helps teams mobilize stakeholders and address their resistance. It helps build enthusiasm and sustain momentum when challenges arise. This tool helps the team ground the case for change in the threats or opportunities confronting the organization. It enables the team to build succinct messages

Past Experience Profile

Description

An instrument for identifying the organization's past capabilities in leading change and potential challenges to the initiative's success that the results may imply.

Purpose

It provides a structure that helps teams assess the organization's probable change management strengths and improvement opportunities. It is then used to guide team members in defining the actions they will need to take to help organization leaders be more effective in leading change.
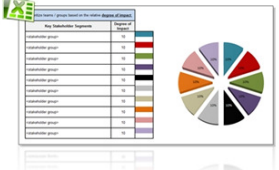
Key Stakeholders Map

Description

A framework for identifying the units/functions/teams affected by the initiative and classifying them by the degree to which each one

- Will be most affected in terms of numbers of people
- Will be impacted by the team's implemented changes
- Will be likely to resist the team's changes to be implemented

Purpose

The Key Stakeholders Map helps teams

- Identify the groups most important to the successful implementation of the change
- Surface and resolve different points of view regarding impact, resistance, and numbers affected by the changes
- Identify the actions (or develop a plan for identifying them) needed to overcome likely resistance from constituent groups
- Identify the actions needed to engage "allies" to help in overcoming resistance
- Determine where the team should direct most or least effort in their Action Plan for building engagement
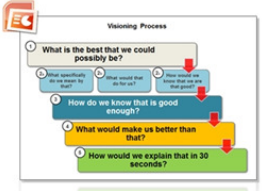
Visioning Process

Description

A process and set of questions to guide the team's discussion of what "extraordinary results" would look like.

Purpose

Using the Visioning Process helps the team develop and articulate a vision of excellence. It enables team members to:

- Focus on the positive outcomes of their efforts
- Establish "stretch" goals
- Be specific about the improvements they would seek and identify what these will look like
- Define metrics they and the Spo
- Develop a succinct message des

Project-Change Leadership Matrix
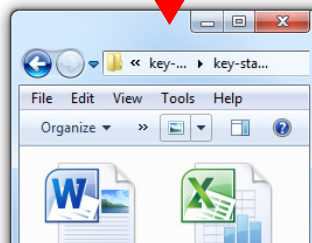
Description

This tool provides both an overview of differences between what good project managers do and what effective change leaders do and a method for identifying areas that need to be strengthened.

Purpose

Both good project management and effective change management are necessary to deliver a change initiative successfully. This tool supports assessing the level of these capabilities in a leader and determining which need to be strengthened.

Each tool page includes a link to download the Tool Pack which contains an instruction document and the tool file

Download the Tool Pack

instructions-key-stakeholders-map

key-stakeholders-map

2 items

Expert Help

You have the option to purchase unlimited e-mail access to a highly-experienced organizational change consultant, who will serve as your "*Expert On Call*." You may use your consultant to get advice on implementing your organizational change initiative and how best to use the change management tools.

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change accelerator

Search [ ] Q Find

HOME   DASHBOARD   CHANGE MODEL   TOOLS   **EXPERT HELP**   HELP

Expert Help

John, as part of your Change Accelerator service, you have e-mail access to one of Emergent's expert organizational change consultants.

Emergent's consultants have extensive experience executing strategic initiatives and achieving business transformation objectives for Fortune 500 companies. Deeply knowledgeable in the areas of organizational change, strategic communications, and stakeholder engagement, they have delivered a range of initiatives including technology deployments, merger-acquisitions, corporate restructuring, growth strategies, and outsourcing.

Here are a few ways you might want to utilize your expert:

- As a sounding board for your organizational change strategy
- Answer your change management-related questions
- Suggestions for how best to use the change management tools

Use the form below to contact your expert. Please allow up to 24 hours for a response to your e-mail.

*(denotes required field)
Name: *
[johndoe]
E-Mail Address: *
[ ]
Attachments (optional)
[Choose File] No file chosen
Acceptable file types: doc,pdf,txt,gif,jpg,jpeg,png.
Maximum file size: 1mb.
Subject: *
[ ]
Message: *
[ ]
[Submit]

Most Recent Updates

NEW: Self-Assessment of Personal Change Agility
NEW: Case for Change template

- - -

Implementation Checklists:

▸ Plan the Change

▸ Create a Sense of Urgency

▸ Lead the Change

▸ Engage the People

▸ Align Systems & Structures

▸ Sustain the Change

- - -

Tools by Phase:

▸ Plan the Change

▸ Create a sense of Urgency

▸ Lead the Change

▸ Engage the People

▸ Align Systems & Structures

▸ Sustain the Change

- - -

Tools by Type:

▸ Template

▸ PowerPoint

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Enterprise License

Change Accelerator – Enterprise License

Support all of your organization's change management needs, now and in the future!

Change Accelerator–Enterprise License is ideal for organizations that wish to build their own internal change capability. It enables you to purchase Change Accelerator once, own it forever, host it on your organization's network, and customize it to your liking.

This solution affords all of the benefits of Change Accelerator:

- 60+ change management tools mapped to the Accelerating Change & Transformation (ACT)™ model
- Instructions and facilitation tips for using each tool
- Ability to edit and customize tools to your unique needs
- Implementation checklists to guide your change activities
- Dashboard for monitoring the progress of your change effort

Plus, additional Enterprise License benefits:

- ✓ Own the solution **forever** with **no recurring fees**
- ✓ Use it internally **without restriction**
- ✓ Change the name, logo, look and feel to **match your organization's branding**
- ✓ **Customize content and tools** that come with Change Accelerator
- ✓ **Introduce your own** content and tools
- ✓ Give access to an **unlimited # of users** through username/password accounts that you administer
- ✓ Even create **multiple versions** (e.g., one for change agents, one for project managers)

Pricing
Pricing is based on the number of potential users and the overall size of your organization. It includes installation, configuration, and an optional period of technical support. To request a custom price quote for your organization, please contact:

> **Jesse Jacoby**
> Managing Principal, Emergent
> jesse@emergentconsultants.com
> 303-883-5941

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For More Info

Visit the Change Accelerator website.

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