

OKR Retrospectives

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What is an OKR Retrospective?

A structured review and analysis that evaluates the effectiveness of OKRs within a specific timeframe; identifying successes, challenges and opportunities for improvement to inform future goal-setting and strategic planning.

Why run an OKR Retrospective?

- To reflect on what has happened during the past quarter
- To review the OKRs and their achievement for the quarter
- To discuss and identify reasons for progress and/or the lack of it
- The team feel informed about their execution capability
- To ensure teams track, capture progress and learning as they go through the year

When to run an OKR Retrospective?

Towards the end of each period, before planning the upcoming period and also at the end of the year



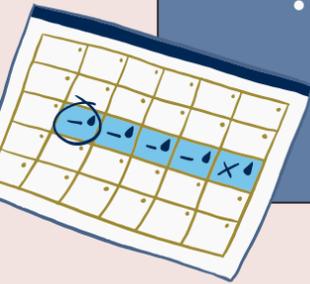
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Before the Retrospective

Ask everyone to reflect *individually* about the past quarter before coming together as a team.

You can ask, for example:

- What were our individual & team successes during the period?
- What specifically impacted our success as a team during the period?
- Did we identify all necessary obstacles to our success at the beginning of the period or did we miss any?
Did we capture all the right priorities for the period - if not what priorities do you think we could have included?



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During the Retrospective

What to ask

- Are we happy with our outcomes this period?
- What did we learn?
- What would we change going forward?
- Were there any unplanned changes within the team?
- Was there any organisational change in focus?

Did we...

- identify all the right priorities?
- identify the best ways to achieve our OKRs?
- identify and resolve all the necessary obstacles?



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For each Objective decide...

- Did we achieve the Objective?
- Was it the right Objective?
- Did we achieve **all** the Key Results for the Objective?
- Did the achievement of the key results mean we met the Objective?
- Would we have changed any of the metrics we chose to measure?
- Did the Key Results contain the right amount of stretch?



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And if we didn't meet our OKRs

If an OKR was not met – there may be several reasons, e.g.

- Business requirements dictated a change in focus
- Unforeseen change in market conditions
- Unplanned changes in team resource
- Not the right Key Results
- Not the right measures

Now the team must decide:

- Is the Objective a priority going forward into the next quarter?
- If so, will we continue the Objective into the next period?
- If we do continue the Objective, will we keep the same Key Results or change them?

