

# WASHINGTON STATE B A R A S S O C I A T I O N

## Sections Project Review Worksheet

*Think of a success or a perhaps a misstep. Remember, even when initiatives “miss the mark,” they can still provide tremendous value, if you examine them carefully and capture the critical lessons.*

**Summary:** Briefly describe a recent project or activity your section was involved in

**What worked well?**

**What did not work well?**

**List some things you learned while working on this project?**

**What direct costs were impacted? What were the internal costs (time, morale)?**

**What have you learned about the needs of stakeholders or the current market? Was there a change in any assumptions?**

**What insights have you gained into future trends? Will/how will you adjust next time?**

**What have you discovered about the way the section executive committee works together? How effective were the processes, structure, and culture?**