

### After Action Review Reflection Worksheet

**Purpose:** The overall goal is to guide and improve the work of future project teams. The After-Action Review is a structured approach to reflecting on the work of a group and identifying strengths, weaknesses, and areas for improvement. Organizational learning requires that teams continuously assess their performance to identify and learn from successes and failures. Conducting an AAR can help our team learn from our efforts. The results of an AAR will help inform successful strategies of future teams.

This worksheet is for ***your use only*** to help guide your reflection about your experience in this project. Think particularly about your role and the high-level work you did. Consider successes, challenges, and team strategies. **Bullet points are encouraged!**

1. What was expected to happen versus what actually occurred?
2. What went well and why?
3. What can be improved and how? Provide specific strategies for the improvement.
4. Recommendations for the future
5. What would you like the NICHQ Leadership to know?