If They Could… Worksheet For Managers

**Instructions**

Use this worksheet to reflect on what your team member might be capable of achieving if current barriers weren’t present. Think beyond impairment. Consider workplace culture, processes, physical layout and communication. Identify the questions that need to be asked to consider the correct adjustments.

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| If only they could… | What questions do I need to ask to collaborate on the right adjustment? | How can I prepare myself to support with the solutions? |
| Meet a deadline more consistently | What can I do to enable you to complete this report by this certain date? | Understand any key milestones which may help to breakdown the task into manageable chunks |
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