



Organizational Cognizance® University



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Objectives and Agenda

Objectives

1. Awareness vs Cognizance
2. Learn how to take a full inventory of your thinking (accountabilities)
3. Learn how to take a full inventory of your doing (positions)
4. Learn how to visualize and automate what you have mastered

Agenda

1. The Organizational Cognizance® Model
2. Cracking Eggs, Pulling Teeth, Making Omelets Facilitation Method
3. Flower Power Facilitation Method
4. Positions to 14 Point Checklist™ Matrix Facilitation Method
5. Build Your Organizational Graph with OGraph Software





Organizational Cognizance® Model





Organizational Cognizance® Model

The 14 Point Checklist

Organizational Cognizance Model 14 Point Checklist

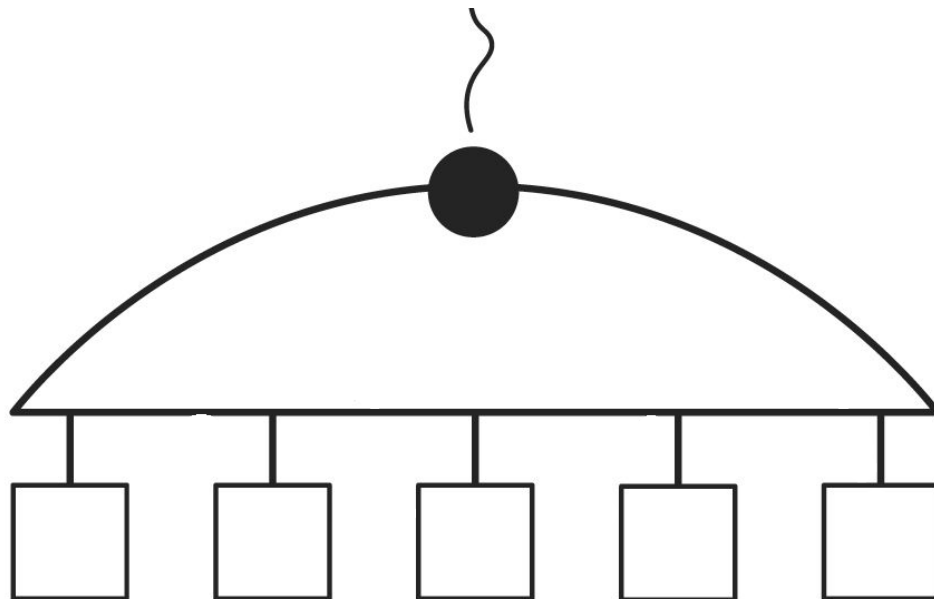
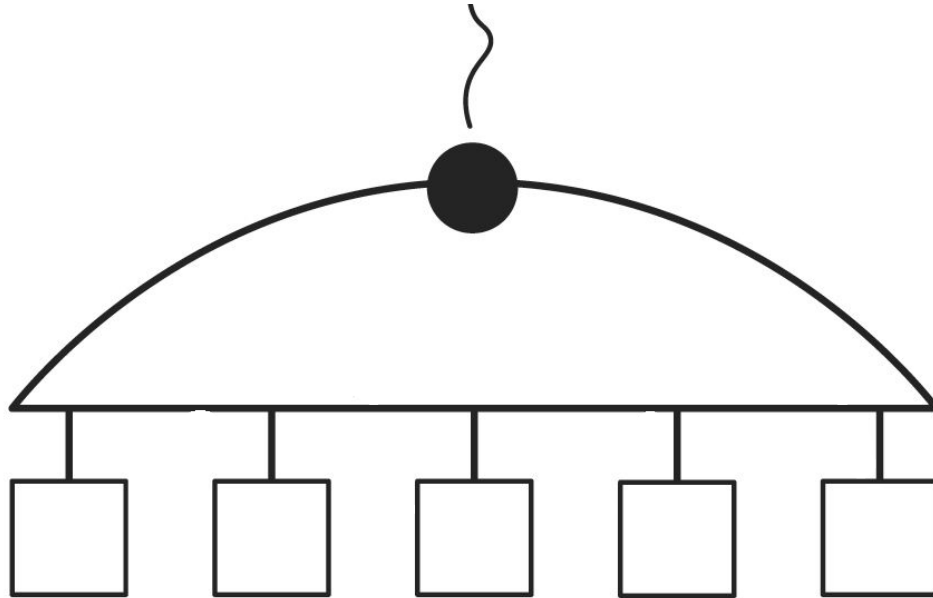
1. What is the Purpose of my Job?
2. What Positions do I fill as part of my Job? What is the Purpose of each Position
3. Who do I report to?
4. Who is my Mentor?
5. Who do I turn to for Coaching in each of my Positions?
6. What Teams am I part of?
7. What Meetings will I attend?
8. What Entities (clients, projects, contracts, etc.) will I interact with?
9. What Workflows do I participate in?
10. What Processes will I follow and/or maintain?
11. What Systems do I interface with and need to master?
12. What are my Objectives?
13. What are my Key Results?
14. What Skills or Competencies do I need now and in the future?





Organizational Cognizance® Model

Two Levels of Cognizance - The Domed Top Tables

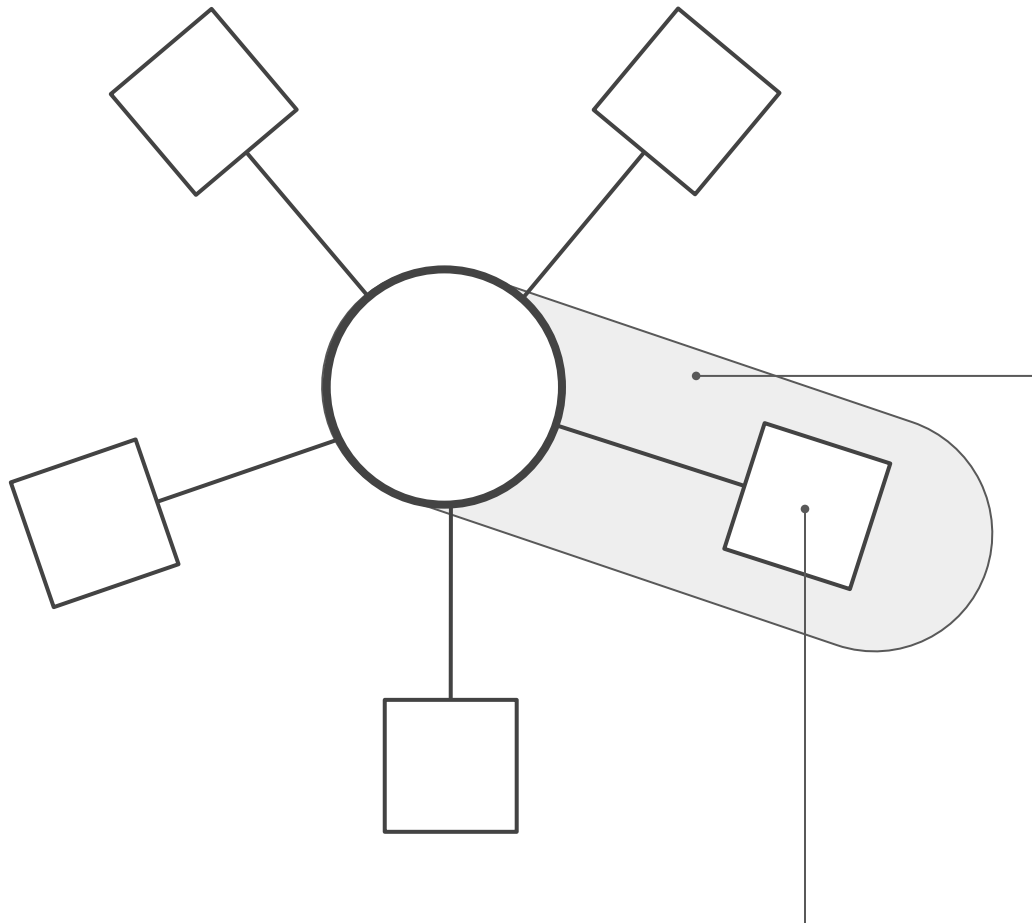






Organizational Cognizance® Model

Accountability, Responsibility, Domain, and Teamwork Diagram







Organizational Cognizance® Model

Accountable vs Responsible

Accountable

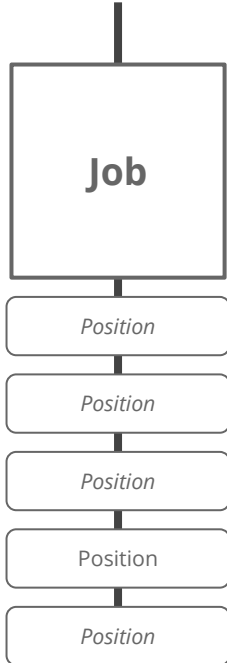
VS.

Responsible



Organizational Cognizance® Model

Why The Word Position?



Domain / Authority / Purpose / Function

Time / Space

"From Your Perspective" What Do You See?

Your Opinion



Organizational Cognizance® Model

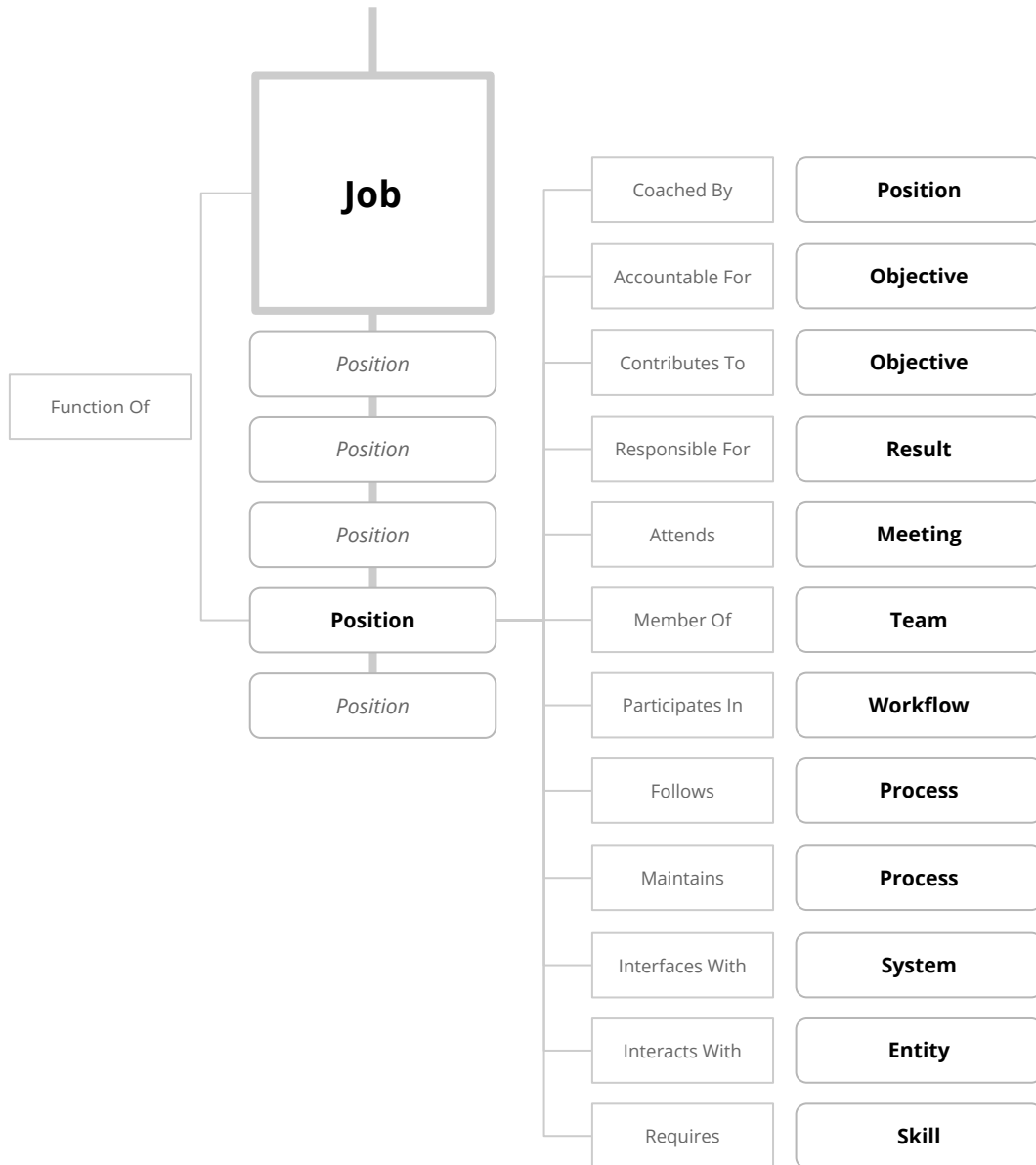
Jobs, Positions, and Purpose Statements

<p style="text-align: center;">My Job</p>	<p><i>(Why) The Purpose of my Job is _____</i> _____.</p> <p><i>(What) Successful fulfillment of the Job's purpose will manifest as _____</i> _____.</p> <p><i>(How) I ensure the purpose is fulfilled by daily _____,</i> <i>weekly _____, monthly _____,</i> <i>annually _____.</i></p>
<p style="text-align: center;"><i>My Position</i></p>	<p style="text-align: center;">Purpose Statement</p>
<p style="text-align: center;"><i>My Position</i></p>	<p style="text-align: center;">Purpose Statement</p>
<p style="text-align: center;"><i>My Position</i></p>	<p style="text-align: center;">Purpose Statement</p>
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Organizational Cognizance® Model

Visualizing The 14 Point Checklist







Facilitations: Cracking Eggs, Pulling Teeth, Making Omelets Method





Facilitations

Cracking Eggs, Pulling Teeth, Making Omelets Method

Steps

1. Make a list
2. Extract items
3. Group like items
4. Keep numbering
5. Closing dots later
6. Name the buckets
7. Close out items
8. Danger
9. Discuss names positions
10. Assign positions to jobs

Death of the Org Chart Page 48





Facilitations

Cracking Eggs, Pulling Teeth, Making Omelets Position List

1		
2		
3		
4		
5		
6		
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9		
10		
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13		
14		
15		
16		
17		
18		
19		
20		



Facilitations: Flower Power Method





Facilitations

How To Inventory Your Doing Positions With The Flower Power Method

Steps

1. Gather a group
2. Decide randomly who to start with
3. Now ask the team the cracks question
4. Extract and group
5. Keep going around
6. Form the petals
7. Number the petals

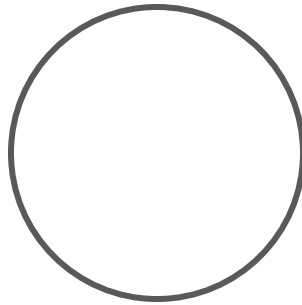
Death of the Org Chart Page 62





Facilitations

Flower Power Exercise







Facilitations

Flower Power - Name Your Positions, Rank, and Analyze

1			
2			
3			
4			
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20			





Facilitations

Job Capture Worksheet

Person	
Title	

Job	Reports To	Mentored By

Position	Coached By

Teams	Meetings	Entities

Objectives	Key Results	Skills

Workflows	Processes	Systems





Facilitations

Positions to 14 Point Checklist Matrix Facilitation

	Position _____	Position _____	Position _____	Position _____	Position _____
Job					
Coach					
Team					
Entity					
Workflow					
Process					
System					
Objective					
Result					
Skill					





Software





Software

Visualizing and Automating What You Have Mastered

The Organizational Cognizance® Model Visualized With OGraph Software

We are dedicated to the employee who suffers under the daily yoke of organizational confusion and dysfunction. To smash this confusion and dysfunction, we developed the Organizational Cognizance® Model.

OGraph is anchored in the model. Organizational Cognizance® Model is the result of 12 years of focus, and more than 15,000 hours helping 170 organizations eliminate confusion and dysfunction by helping everyone answer the root questions that are at the core of: Who is doing what, why, and what am I doing, and why?

[Start a free trial at OGraph.io](https://ograph.io)





Tools



Organizational Cognizance® Structure Survey

Survey Handout

Everyone in my organization knows the purpose of their job?*

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

Everyone knows the positions they fill (including the purpose of each position)?

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

Everyone knows who they report to?

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

Everyone knows who is their mentor?

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

Everyone knows who to turn to for coaching in each of their positions?

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

Everyone knows what teams they are a part of?

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

Everyone knows what meetings they attend?

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

Everyone knows what entities (clients, projects, contracts, etc.) they interact with?

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

Everyone knows what workflows they participate in?

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

Everyone knows what processes they follow and/or maintain?

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

Everyone knows what systems they interface with and need to master?

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

Everyone knows their objectives?

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

Everyone knows their key results?

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

Everyone knows their key results?

1	2	3	4	5	6	7	8	9	10
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