


# Example Blank Canvas

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InnoWise Stage: **Form**

|  |   |  |  |   |
|--|---|--|--|---|
| <b>Project Overview</b>  | <b>Step 1: Form</b>   | <b>Step 3: Adopt</b>   |  |   |
| <b>Executive Summary</b><br>Summarise key components of your initiative or solution.   | <b>The Problem, Need and Solution</b><br>Describe the problem that you are solving, the need for the change and outline the solution (the idea to be implemented).  | <b>Expectations</b><br>What does full implementation mean to your project and your customers - internal or external?   |  |   |
|   | <b>Knowledge Goal, Gap, and Objects</b><br>Reflect on what knowledge you have in your organisation to fulfil the goal to define the knowledge gap, and then look externally to identify who is best to fill that gap. Identify the knowledge system, artefacts or objects that you will need in the adopt stage.  | <b>Roll-out Plan</b><br>Describe the plan to roll out the innovation.  |  |   |
|  | <b>Stakeholders, Collaborators and Communication Plan</b><br>To fulfill the Knowledge Gap - who will you collaborate with?<br>List the key stakeholders required to make this a success from the form phase to the critique.<br>What are the key elements of your communication plan? eg. the Knowledge Canvas, a project management plan, a stakeholder engagement plan etc. | <b>Road-blocks</b><br>What are the factors or road blockers that might affect this change, or that might affect the trust and motivation required to make this change?   |  |   |
| <table border="0"> <tr> <td style="text-align: center;"><b>Trust</b><br/>Excellent</td> <td style="text-align: center;"><b>Energy</b><br/>Satisfactory</td> </tr> </table> | <b>Trust</b><br>Excellent   | <b>Energy</b><br>Satisfactory  | <b>Resources, Budget, and Timeframe</b><br>Identify the resources that are required to complete the full cycle of the project, including, and importantly, the Critique phase. Resources includes team members, collaborators, stakeholders, funding, equipment, knowledge systems, and so on.<br>List the key milestones and expected timing for the whole project and, or each step. | <b>Efficacy and Reliability</b><br>How will you check the solution and the knowledge objects for quality and being fit for purpose? |
| <b>Trust</b><br>Excellent  | <b>Energy</b><br>Satisfactory   |  |  |   |
| <b>Roadblock Focus</b><br>Describe the main road blocks your are currently focussing on  | <b>Step 2: Create</b>   | <b>Step 4: Critique</b>  |  |   |
|  | <b>Collaboration Activities</b><br>What activities will be required to establish and sustain trust within your stakeholders and collaborators?  | <b>Feedback Process and Resources</b><br>Define the feedback process - what platform is required - such as survey, interviews, idea box.   |  |   |
|  | <b>Energising Activities</b><br>What activities will be required to build and sustain energy for the project participants and customers?  | <b>Benefits Realisation</b><br>How will you know that the new knowledge is fully disseminated across the customer or user base?  |  |   |
|  | <b>Testing the Solution</b><br>What activities will be required to test the solution being created?   | <b>Learnings</b><br>Describe how you will undertake a critical review of the innovation based on the feedback received.<br>Or, define the learnings and your ideas to act upon the learnings - be clear on the driver. |  |   |
|  | <b>Testing the New Knowledge</b><br>How will the new knowledge and its objects be tested? Eg, Internally, with focus groups, or a pilot launch?   |  |  |   |