

# The Impact Formula Card

Stop describing what you do. Start describing what changed because you did it.

**"I [action], which resulted in [outcome], for [who it benefited]."**

**Action:** I redesigned the executive onboarding checklist.

**Outcome:** Reduced ramp-up time by two weeks.

**Benefit:** Improved consistency across all new hires.

**Action:** I identified a scheduling conflict before the board presentation.

**Outcome:** Prevented a one-week delay.

**Benefit:** Coordinated with three VPs and secured an alternate time within 24 hours.

**Now write yours:**

**Action:** \_\_\_\_\_

**Outcome:** \_\_\_\_\_

**Benefit:** \_\_\_\_\_

**Action:** \_\_\_\_\_

**Outcome:** \_\_\_\_\_

**Benefit:** \_\_\_\_\_

**Action:** \_\_\_\_\_

**Outcome:** \_\_\_\_\_

**Benefit:** \_\_\_\_\_

**Your Impact is Real. Your Voice Matters. You Are Somebody.**

  
YOU ARE SOMEBODY