1-1 DSW

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- [ ] **Previous Action**

  Summary: Next Steps:

- [ ] **What is the high-light and low-light of the past month both personal and professional?**

  Summary: Next Steps:

- [ ] **What do you rate your happiness at work out of 10?**

  Summary: Next Steps:

- [ ] **How do you feel like you are going with your job performance?**

  Summary: Next Steps:

- [ ] **What do you think has been our biggest challenge as a team this month?**

  Summary: Next Steps:

- [ ] **Who on our team deserves a shoutout/recognition and why?**

  Summary: Next Steps:

- [ ] **Do you feel supported in your role, if not how can I improve that?**

  Summary: Next Steps:

Want meeting notes like this with no extra work?

With Hypercontext by Spinach, every meeting has a shared