

IDENTIFY YOUR WORK PAIN

Step 1. Write down every barrier that is causing frustration and stress from the workplace.

Step 2. Next to each barrier, indicate the source of the pain.

Put an **O** for organizational barriers, **T** for team dynamics, **W** for workflow inefficiencies, and **S** for systems.

For some barriers, there might be a combination of sources.

Step 3. Prioritise which barriers are causing the most pain by ranking them, or even select the Top 3. These are the ones you need to address first.

Barrier	Category (O/T/W/S)	Priority
<i>Cannot access org intranet</i>	S	Low

More info: <https://digitalteamcoach.com/blog/simplifying-work-cost-and-source-of-work-pain/>