Purpose

The Execution Pulse Tracker helps teams stay focused and aligned during execution. It provides a lightweight, structured check-in format to surface progress, risks, and resource needs — enabling leaders to course-correct and remove barriers in real-time. This tool supports operational traction without overwhelming bureaucracy.

When to Use

Use this tool in weekly or biweekly review sessions with project teams, initiative owners, or operational leaders. Ideal for EDGE Sprint follow-up, transformation programs, or when execution is at risk of drifting.

How to Use This Tool

1. Create a shared tracking table for key initiatives or workstreams.
2. For each item, record:
3. Progress update (brief, relevant)
4. Key blockers or issues
5. Support needed (from leadership or other teams)
6. Adjustments to timeline or scope (if any)
7. Colour-code status or use symbols to flag attention areas.
8. Review in a 30–60-minute pulse meeting. Focus on resolving blockers, not reporting activity.

Fields to Include

Initiative Name	Description	Objective	Owner	Status	Latest Update	Key Blockers	Support Needed	Target Completion / Next Milestone

Optional Output

A living pulse document or dashboard updated weekly — used to maintain transparency, accountability, and momentum.