

Targets + 90-Day Priorities (Template)

Set targets, pick the top 3 priorities, and keep the team aligned.

Monthly targets (next 3 months)

Metric	Month 1	Month 2	Month 3	Owner
Revenue				
Gross profit %				
Net profit %				
Debtor days				
Enquiries per week				
Quote conversion %				

Top 3 priorities (90 days)

Priority	Success definition (what done looks like)	Owner	Due date
1)			
2)			
3)			

Key projects/actions supporting the priorities

Project/Action	Owner	Due date	Status