This project focuses on how to plan for change, develop a communication plan, and identify obstacles to success.

Purpose: The purpose of this project is to practice developing a change management plan.

Overview: Create a change management plan for a real or hypothetical situation. You may create a plan that is based on a past change or a future change that is happening in your personal, Toastmasters, or professional life. Share your change management plan with your club in a 5- to 7-minute speech. Your speech may be humorous, informational, or any other style that appeals to you. It is not a report on what you learned from the project, but an overview of your plan and how it will benefit you and the group the change affects.

This project includes:

- Creating a change management plan
- The Prepare for Change Worksheet
- The Write a Communication Plan resource
- A 5- to 7-minute speech