

Managing Transitions: Making the Most of Change
By William Bridges

1. Explain the difference between change and transition.

2. What are the three phases of transition?

3. Why is it important for management to understand the neutral zone?

4. How do you identify who is losing what in a transition?

5. What is overreaction and why does it happen?

6. What is transition deficit?

7. What are *signs of grieving* and how might a manager deal with employees displaying the *signs*?

8. How might a manager compensate employees for the loss that occurs during change?

9. Discuss the arguments for and against communicating the change to employees.

10. Why should a manager specify what is over and what isn't over?

11. Define neutral zone and identify the dangers presented by the neutral zone.

12. What can management do to give structure and strength while employees are in the neutral zone?

13. What is a transition monitoring team?

14. What are some ways that management can actively encourage creativity while in the neutral zone?

15. Why is there ambivalence among employees when looking at new beginnings?

16. What are the 4 Ps of beginnings? How would a manager communicate the 4 Ps?

17. Why does giving people a significant part to play in the transition management process facilitate the new beginning?

18. List and describe the 7 stages of organizational life.

19. What is the role of transition in the organizational life cycle?

20. List and describe the laws of organizational development.

21. How does the organizational life cycle differ from the organizational renewal cycle?

22. How can forecasting help a manager be ready change?

23. Identify and define the characteristics commonly seen when a transition has not been managed effectively.
