

# Change Management Model

		Light model	Medium-sized model	Complex Model	Quick Model	Day-by-day model
<b>Unfreeze</b>						
1	What is going on - and why	Analysis				
2	Need-for-Change Cost/Benefit	Analysis				
3	Establish analysis team	Action				
4	Explain the situation	Action				
5	Discuss the change	Action				
6	Listen	Action				
7	Invalidate present rules and policies	Action				
8	Mark the end	Action				
9	Define your vision	Action				
10	Define your goals	Analysis				
11	Know you target group	Analysis				
12	Identify problems	Action				
13	Create your "Power Teams" - Project teams	Action				
14	Create a plan					

<b>Move</b>						
1	Explain your vision, goals and plan	Action				
2	Ensure a sense of security	Action				
3	Get everyone onboard	Action				
4	Act!	Action				
5	Evaluate, notice and present improvements	Analysis / Action				
6	Encourage great work - coach bad performers	Action				
7	Listen	Action				
8	Adjust your plan	Action				
9	Ensure accept for the next step	Action				
10	Close the current task	Action				
11	Repeat	Action				

<b>Freeze</b>						
1	Define new rules and policies	Action				
2	Present the new "way of life"	Action				
3	Celebrate - create energy	Action				
4	Evaluate the result	Analysis				
5	(Unfreeze - and start the next project)	Action				