LoftyBiz Ownership and Missing-Conditions Worksheet

Companion download for LoftyBiz 166 — Own the Outcome: Stop Blaming and Find What's Missing

Pick one result you are not happy with. Write at the top: if this were one hundred percent on me, what would I do next? List five conditions that must be true for success. Tick the ones that are in place, and circle the ones that are missing. Then choose one circle to fix this week. Use three moves: take full ownership, find the condition for success that is still missing, and question the extra meaning that stress adds to what happened.

1. The 100 percent question

Pick one result you are not happy with. Write at the top: if this were one hundred percent on me, what would I do next?

The result I am not happy with	If this were 100% on me, I would…

2. List five conditions for success

List five conditions that must be true for success. Tick the ones that are in place, and circle the ones that are missing. Then choose one circle to fix this week.

#	Condition that must be true	In place or missing?
1		
2		
3		
4		
5		

3. Check the story

When stress turns one event into a big story, write down what happened, the story and the facts.

What happened	The story I am telling myself	The facts I can check

4. Fix one this week

Choose one missing condition. Write the new step as a short checklist in Systex, so it stays fixed and anyone can follow the same steps.

The one circle I will fix this week	The new step I will write down

Worked examples (not promises)

Winifred runs a physiotherapy clinic in Albuquerque with four therapists and two people at the front desk. Over one quarter, fewer patients came back after their first visit. She asked: if this result were one hundred percent my responsibility, what would I do next? She listed five conditions for a second visit: the patient understands their plan; the next visit is booked before they leave; a reminder goes out the day before; the price of the full plan is clear; and the first visit feels useful. Two conditions were missing: most patients left without a booked second visit, and many could not explain their own plan. She fixed the handover, not the people: a two-minute summary, a walk to the desk, and the next visit booked before the patient leaves. In this example, after two months, the share of patients who booked a second visit went from about forty-eight percent to about seventy-one percent. These figures are illustrations, not forecasts. These are examples, not promises.

Hiroshi runs a bike repair and rental shop in Richmond. He had bid for a service contract with a local delivery company that uses forty cargo bikes, and he lost it to a larger shop. He made three columns: what happened, the story I am telling myself, and the facts I can check. The facts were smaller than the story: his shop already served twelve business customers, and two of them had grown with him for three years. Feedback was clear: his quote arrived six days after the visit, and it did not say how fast a broken bike would be back on the road. He listed five conditions for winning a business contract and found two missing: speed and a stated repair time. He fixed both with a quote template and one line: most repairs back within forty-eight hours, with a loan bike if it takes longer. In this example, over the next four months he sent three business quotes, each within two days, and won two of them. These figures are examples, not forecasts. These are examples, not promises.

Write the fix down in Systex so it stays fixed. Systex is our own product. You can find Systex at loftybiz.net. Click the link in the description.

Settings in the video: Albuquerque and Richmond, USA. Official percentages only; no currency figures. Systex is our own product. You can find Systex at loftybiz.net. Click the link in the description.

Example figures, not targets or forecasts. General education, not financial, legal, medical or tax advice. Results vary. These are examples, not promises. Figures in the video are rough examples, not targets or forecasts.