

18 GREAT QUESTIONS FOR CHECK-IN CONVERSATIONS

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— The Check-In™ —



The Check-In conversation is the key to retaining and engaging employees at work. It's also the key to building better, stronger relationships in all areas of your life.

The key to a great check-in conversation is a great question that invites a conversation that matters. A great question creates an opportunity for a

follow up question where you can build understanding and connection.

Below are 18 great check-in questions. To reap the benefits of these questions, you must ask the follow-up question, then really listen to learn how you can provide support and encouragement.

CHECKING IN WITH THE HUMAN

- 1 How are you (on a scale from 1 to 10 with 10 being "couldn't be better" and 1 being "couldn't be worse")?
- 2 How is your mental health (scale of 1 to 10 with 10 being great)?
- 3 How are you feeling about life right now on a scale from 1 to 10?
- 4 What have you been doing to take care of yourself lately?

CHECKING IN ABOUT WORK

- 5 What's the most important thing we need to talk about today?
- 6 What is most frustrating for you about work right now?
- 7 How do you feel things are going for you at work right now (on a scale from 1 to 10)?
- 8 If you were to consider leaving for another job, what would be the reason you'd leave?
- 9 How appreciated do you feel for what you contribute (on a scale from 1 to 10)?
- 10 If there's one thing I could do to better support you as a manager, what would it be?
- 11 How well do you feel you fit in at work (on a scale from 1 to 10)?

CHECKING IN ABOUT PERFORMANCE AT WORK

- 12 What are your three top priorities this week?
- 13 How confident are you that you will meet your goals for this [insert time period] on a scale from 1 to 10?

CHECKING IN ABOUT CAREER

- 14 What do you enjoy the most about your job?
- 15 If you could change one thing about your job, what would it be?
- 16 What is the most important thing you've learned recently at work?
- 17 How would you rate your career growth over the past [insert period of time] on a scale from 1 to 10?
- 18 How well do you feel your job takes full advantage of your talents and strengths?

