**Sample Action Plan**

This Action Plan will assist you in developing the knowledge gained at the I.C.E. Exchange annual conference. We hope this tool will give you the prompts necessary to create follow-up steps for implementing ideas, sharing your knowledge with your organization, and creating change. Before you return to work (while you still have some quiet time), take a few moments to organize your thoughts.

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| **Moment to Remember** | **Discuss with my…**  (Board/Commission, volunteers, staff, department) | **Potential Impact?** | **Resources for Knowledge\*** | **Deadline** |
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| **Aha! Moments to Remember** | **Discuss with my…**  (Board/Commission, volunteers, staff, department) | **Potential Impact** | **Resources for Knowledge\*** | **Deadline** |
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*\*Resources for knowledge can be found in many places. Document resources you might consider for supplementing your knowledge.*

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| **Connections made @ I.C.E. Exchange** | **Online Community** | **My Own Network** | **Industry Partners** | **Other Organizations** |
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| **I.C.E. Academy Webinars & Courses** | **I.C.E. Handbook** | **I.C.E. R&D Publications** | ***Credentialing Insights*** | **I.C.E. White Papers** |
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