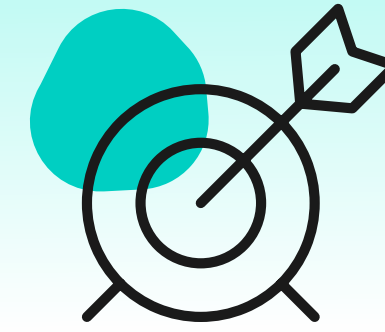


Hive Actions: A simple Framework for Turning Feedback into Real Change



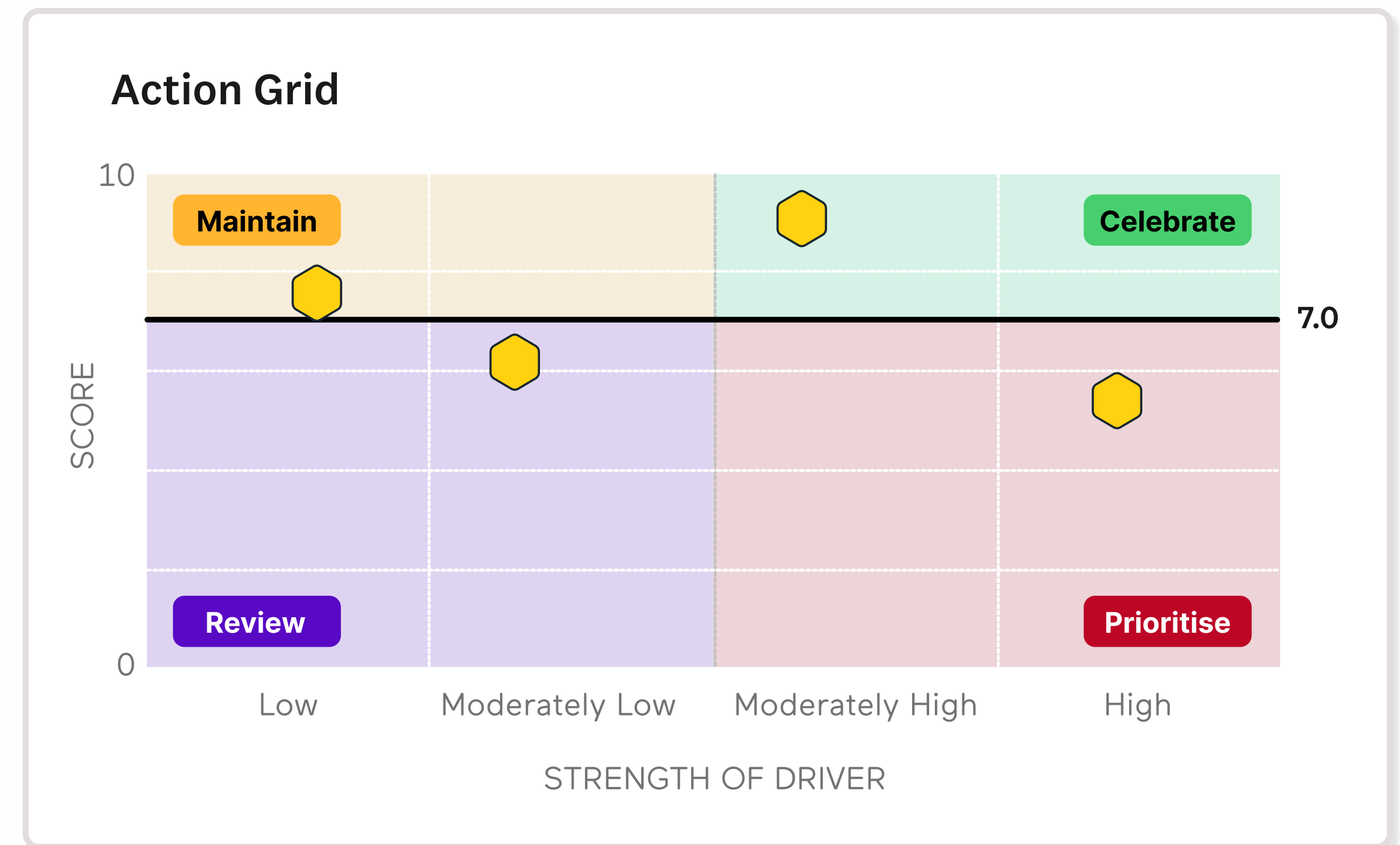
Hive Actions is your go-to tool for turning employee feedback into meaningful change. Using our key drivers feature you'll get a clear insight into what is driving engagement in your team and also helps to prioritise actions that'll make the most impact. Hive Actions then allows you to involve your teams in taking actions; giving you tools to assign accountability and track progress. It is flexible, but if you're looking for a solid way to structure your action planning, here's an approach that keeps things clear, simple, and effective.

Structuring your action plan

Not sure where to start? A great way to prioritise and organise your next steps is by using the **Action Grid**—a simple yet effective method to focus on what matters most.

Action Grid: Prioritise what drives real impact

Key drivers highlight the factors influencing engagement within your team or organisation. The Action Grid helps you sort these into clear priorities based on **urgency and impact**. High-priority tasks that drive meaningful change should come first, while lower-impact actions can be addressed over time. This ensures the most important feedback doesn't get lost in the shuffle. [Learn more](#) about this method and Key Drivers.



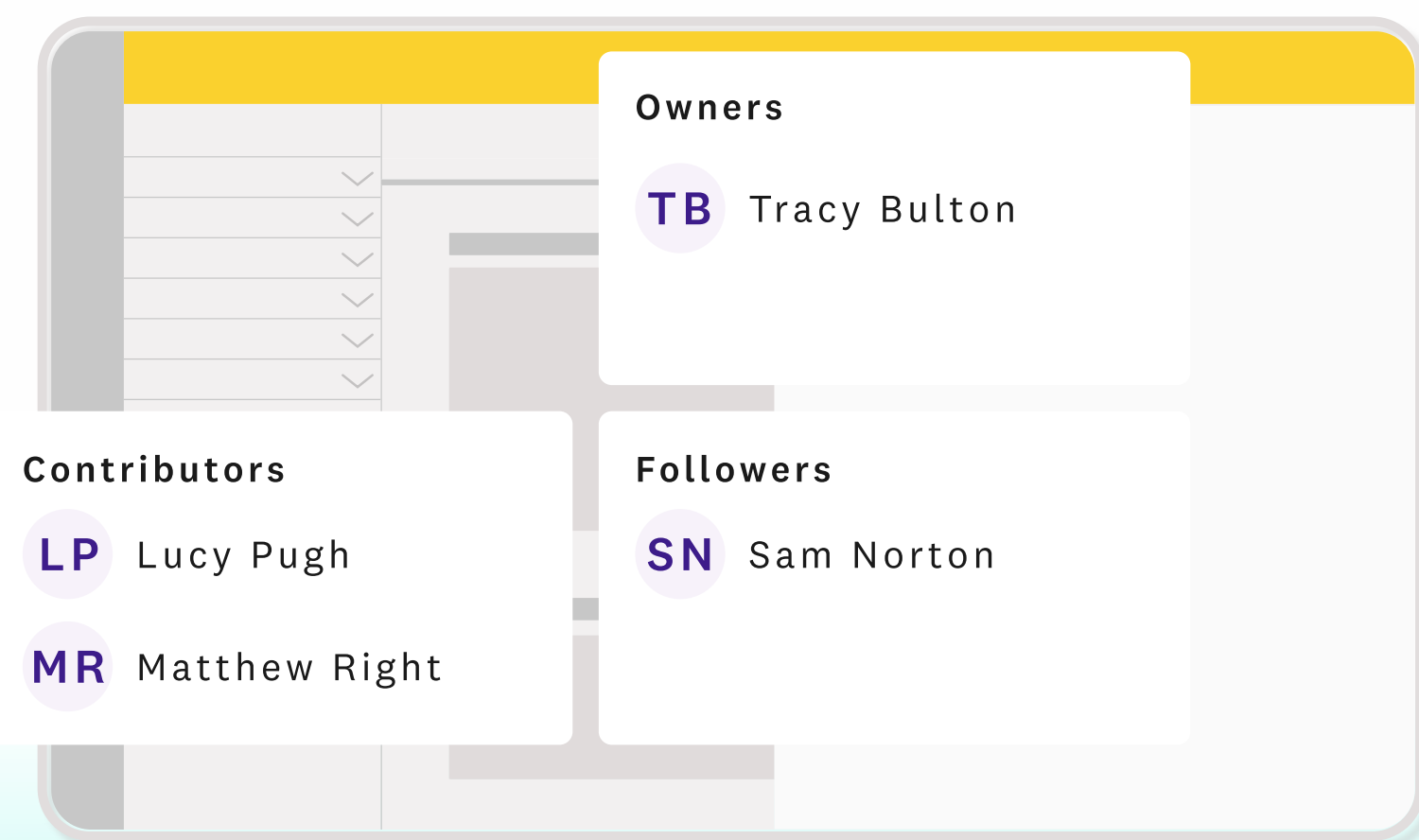
Defining roles for clear ownership

When turning plans into action, clarity on roles is key. For example, you may already be familiar with frameworks like RACI (Responsible, Accountable, Consulted, Informed), which help define who is involved at different levels. Whether you use RACI or another approach, the goal is the same—ensuring tasks are completed efficiently and the right people are driving change while others stay informed.

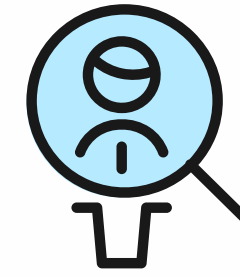
Assigning stakeholders in Hive Actions

With Hive Actions, you can assign three key roles to keep everything moving:

- **Owners:** The go-to person responsible for making sure the action gets done.
- **Contributors:** People who provide input, support, or expertise to help complete the task.
- **Followers:** Stakeholders who need to stay updated but aren't directly involved in getting the work done.



Why use this approach?



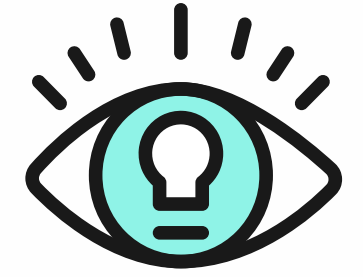
Clear Accountability

Everyone knows their role and what's expected.



Better Collaboration

The right people are involved at the right level.



Improved Transparency

Stakeholders stay informed without unnecessary noise.

By using this approach, you can make sure every piece of feedback turns into something real and valuable.

Start turning feedback into action with Hive Actions today. If you still haven't activated Hive Actions, contact your Customer Success Manager to help you get set up.

