The EE Top 5

1. Being honest and demonstrating growth, and selfawareness, is the key to success, especially if a plan is not accomplished. The format provides a great opportunity to show what you will do in the future as you submit your chapters' Plan along with the Annual Report.

2. Chapters that have incorporated a new position for the EE and take advantage of FSA and advisory resources have faired much better than those chapters who have not.

3. The Format of a chapter's plan and report are important. The EE document should be easy to read and to see the different aspects of the plan. Easy to read = Easier to accomplish.

4. Setting deadlines and dates in the plan helps to accomplish goals.

5. The best rule of planning is "Who, What, Where, When, Why, How."