



Deliberate Innovation Training

Session Outputs



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Training Overview & Agenda

A reminder of purpose and the agenda flow for the training and high level look at the tools and techniques taught



Training Case Study

The case study used for training and teaching purposes



Team Assignments

A reminder of who was in each team



Day 1 – Understand, Empathize, Ideate

Below are the consolidated outputs for each team based on the flipcharts that were available

Team 1 Outputs



Team 2 Outputs



Team 3 Outputs



Team 4 Outputs



Day 2 – Ideate, Learn, Plan

Below are the consolidated outputs for each team based on the flipcharts that were available

Team 1 Outputs



Team 2 Outputs



Team 3 Outputs



Team 4 Outputs



Training First Steps

A list of the group's first steps to how they plan to implement the learnings from the training in their every day, daily work, and larger projects



Training Summary

The Team Training Overview

- **Why:** To teach and train the Takeda communications team in innovation tools, techniques, and behaviors to learn and apply in their everyday
- **What:** A 2.5-day training teaching 11 various tools and 7 behaviors through the lens of a training case study around integrating A.I. in the team's daily work
- **When:** Hosted from September 13-15 in Tokyo, Japan
- **Who:** A gathering of 20 Takeda GCBC Leaders
- **How:** Deliberate Innovation, an external innovation and strategy advisory firm, provided a *deliberate* process for innovation and design thinking. The training consisted of stories and examples to teach the techniques, a tailored training case study to train in the tools, and an expert panel of design thinking practitioners to reinforce the learnings.

2.5 Day Training Agenda

Event Kick-Off

Kick-Off
4:30pm - 7:30pm

PART 1 **Welcome and Cocktails**

Training Kick-Off from Sponsor

Introductory Exercise

Innovation Mindset and Behaviors

PART 2 Introduction to the Case Study

Pre-Work + Fact Finding Introduction

Interactive Game

DINNER BREAK

Full Day #1

Understand, Insight and Ideate
8:30am to 5:15pm

PART 1 **Understand Phase & Key Behaviors**

Fact Finding / Question-Storming

PART 2 **Understand Phase (continued)**

Challenge Mapping

LUNCH

PART 3 **Empathize and Insight Phase**

Insights 101 and Persona Planning

PART 4 **Ideas Phase**

Ideation Fundamentals + Idea Burst

Visual Brainstorming & Modeling

END OF DAY 1

ADJOURN!

Full Day #2

Learn and Plan
8:30am to 4:30pm

PART 1 **Ideas Phase (continued)**

Lateral Thinking

PART 2 Concept Evaluation

Lean Concept Canvas

LUNCH

PART 3 **Learn Phase**

Killer Assumptions

Experiment Design

PART 4 **Plan Phase**

Expert Panel: Applying the Tools to your Everyday Role

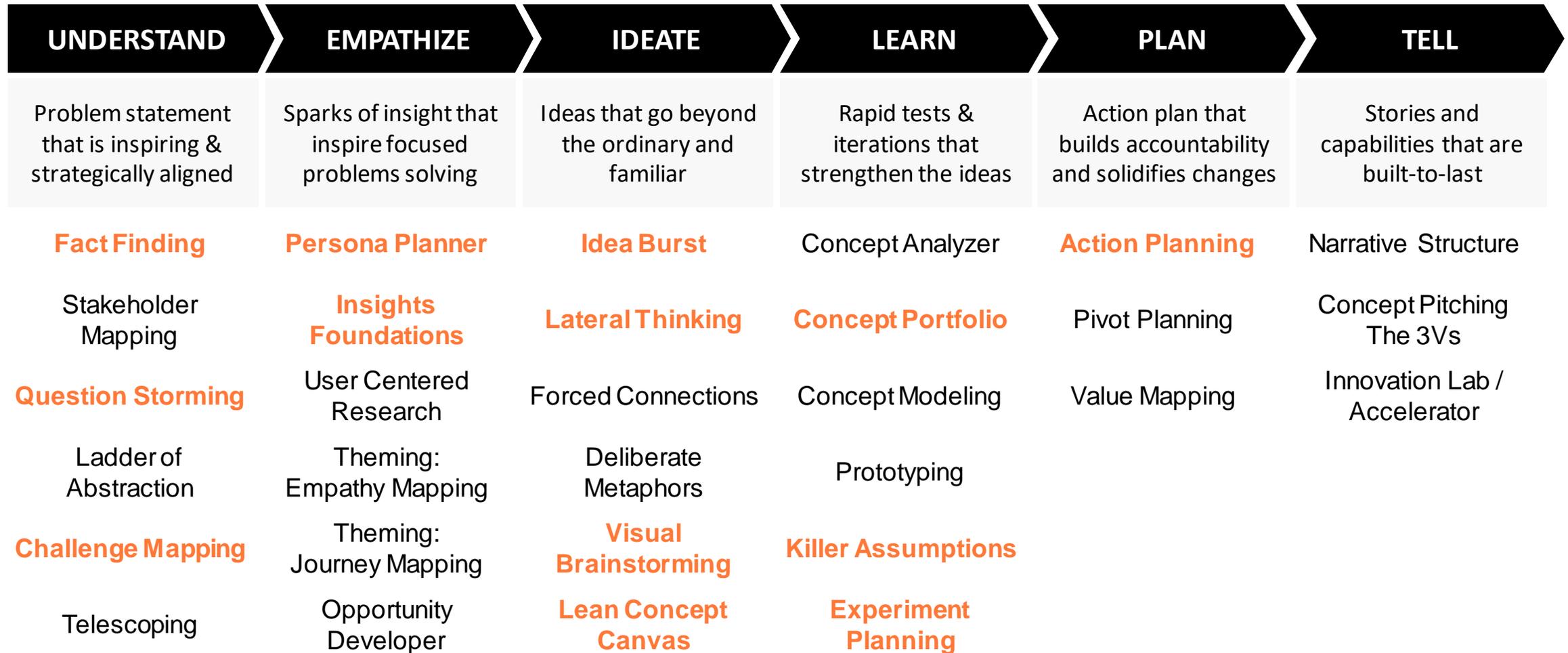
Action Planning

CEREMONY & DEPARTURES



The Deliberate Innovation Framework

This training covered the tools highlighted in orange.



Training Case Study

How Might We

(Action)

integrate Artificial Intelligence into our communications and daily work

(Unmet need or wish)

to improve efficiency and effectiveness across the team?

(Aspiration or End Benefit)

Session 1

Full Day #1

Understand, Insight and Ideate
8:30am to 5:00pm

PART 1 Understand Phase & Key Behaviors

Fact Finding / QuestionStorming

PART 2 Understand Phase (continued)

Challenge Mapping

LUNCH

PART 3 Empathize and Insight Phase

Insights 101 and Persona Planning

PART 4 Ideas Phase

Ideation Fundamentals + Idea Burst

Visual Brainstorming & Modeling

END OF DAY 1

TEAM DINNER / COCKTAILS

Units Covered



Understanding

is about digging deeper into your challenge by exploring the facts and hidden assumptions so that you can clarify the “fuzzy situation” and focus on the right question.



Empathize & Insight

Is about building a deep understanding by “walking a mile in their shoes.” By understanding their deeper beliefs, needs and wants we can both delight our customers AND unearth opportunity areas for the business.



Ideating

is about using systematic methods AND great facilitation techniques to produce novel and creative solutions to our challenge

Innovation Behavior Covered

Questioning



What it is

The practice of constantly asking the right questions, instead of providing the right answers. It is the foundation of a learner’s mindset. The intention of this behavior is to remind us to challenge common wisdom and deepen our understanding.

When to Use It

Anytime you are at the beginning of a project, an engagement with a client, or new scope of an existing project and the situation is not well understood by you.

Practice questioning even if the client or project lead tells you the engagement is well defined when you first start. At best you will uncover new information for all parties and at worst you will come-up-to-speed quickly because everyone already has the answers.



Session 2

Full Day #2

Learn and Plan
8:30am to 4:30pm

PART 1 Ideas Phase (continued)

Lateral Thinking

PART 2 Concept Evaluation

Lean Concept Canvas

LUNCH

PART 3 Learn Phase

Killer Assumptions

Experiment Design

PART 4 Plan Phase

Expert Panel: Applying the Tools to your Everyday Role

Action Planning

CEREMONY & DEPARTURES

Units Covered



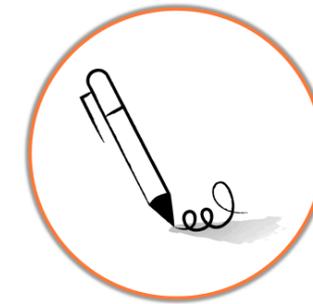
Ideating

is about using systematic methods AND great facilitation techniques to produce novel and creative solutions to our challenge



Learning

is about experimenting, testing, and adapting your concept to ultimately create the best executable version



Planning

is about ensuring that you turn your ideas into measurable actions to maintain momentum throughout and after the project

Innovation Behavior Covered

Thoughtful Risk-Taking



What it is

The experimenter's mindset accepts that there is no such thing as perfect. We learn through serial tests and trials and failure is a normal part of the learning process. Because innovation requires risk, experimenting enables us to systematically manage risk and accelerate learning and development.

When to Use It

When developing and/or testing out a new idea that is rife with uncertainty and risk. The risk taker's mindset allows you to carefully calibrate investment, risk and rewards.

Courage



What it is

Courage is a decision rather than a reaction. This behavior is a reminder that no innovation can thrive unless we have the courage to say and do what is against the conventional wisdom and take a stand for what we believe is important.

When to Use

Courage is required at every step of the innovation process. From defining the problem to ideating new possibilities to designing and conducting experiments where the outcome is uncertain. Courage is required at every step of the process.



Other Behaviors Covered

Innovation Behaviors Covered

Play



What it is

A practice of injecting humor, fun, and game design into everyday situations so we can accelerate learning and collaborations to be in a more open mindset

When to Use It

We have been taught that work and play are different, and play is unproductive or lacks gravitas. But play is about letting go and being in-the-moment. Use it in your teams to shift the mindset, introduce a difficult topic, or "break-the-ice" with new people.

Nurturing



What it is

A cornerstone innovation behavior which guides us to protect and encourage each other's ideas to help them grow until they are ready to be judged.

When to Use It

Nurturing is a behavior and a habit that we need to practice all the time. You should practice this behavior when a colleague presents a new and/or unfamiliar thought. Nurturing can be used anywhere that new ideas are shared, formally or informally. This includes in team meetings, working sessions, client calls and workshops.

Signalling



What it is

Verbal and non-verbal cues that can be used to indicate whether your audience should be in a divergent or convergent mindset.

When to Use It

Anytime you need your audience to switch their thinking styles. Specifically, when you require your audience to generate possibilities, you can signal that it is time to be in a divergent, or more expansive, mindset. Likewise, when it is time to make choices and narrow your selection, the act of signaling cues your audience to move away from generating options and shift to making deliberate choices.

Rule-Bending



What it is

The mindset and practice of knowing the rules yet finding creative ways of pushing the boundaries, bending the rules and reinventing the way a game is played. Breaking the rules just for the sake of it makes no sense. Continually challenging everything is not courage but a lack of focus. The pressure to conform is self-imposed. That is why we must intentionally remind ourselves to get out of our "Rivers of Thinking" and to challenge ourselves to think about how we can bend or break a rule.

When to Use It

There are right times and wrong times to bend the rules. Understanding when to break the rules requires wisdom and judgment. Corporate rules tend to limit people rather than enable them to do more and better. The litmus test we recommend is to ask if the rule is holding back progress and possibility. But just as importantly, before breaking a rule, evaluate if the outcome is worth it. Will the outcome justify the consequences of bending or breaking that rule.



Team Assignments

Team 1	Team 2	Team 3	Team 4
Take Horikoshi	Jun Saito	Brendan Jennings	Ben Steinson
Mari Ishibashi	Takashi Inoue	Yuki Kanazawa	Yuuki Sakamoto
Akiko Ogasawara	Lixuan Wang	Ben Wilson	Rei Dunn
Kasumi Blessing	Rina Sakai	Alice Harada	Kumiko Hasegawa
Shinya Imura	Takanori Sato	Adrian Ngo	Yasuhiko Asatsu



Team 1

Day 1: Fact-Finding

The image shows two whiteboards used for fact-finding. Each whiteboard is divided into four quadrants by a vertical and a horizontal line. The top-left quadrant asks 'Why is it important to tackle this challenge now?' and contains sticky notes about competitive advantage, AI as a game changer, and the need for early adoption. The top-right quadrant asks 'What has been tried before?' and lists 'Chat bot' and 'MyAiboy' as examples, along with notes about AI training and data sources. The bottom-left quadrant asks 'What's one thing stopping us from solving this problem?' and lists obstacles like 'Not enough data', 'Wrong bias', and 'Not knowing what needs to be done'. The bottom-right quadrant is split into two sections: 'Who might be able to help/enable our efforts?' and 'Who might be a derailer?'. The 'enabler' section lists 'Investment - Budget', 'Take', and 'early adopters sharing'. The 'derailer' section lists 'Skeptics', 'Non-supportive leadership', and 'Global ask & write'.

FACT FINDING

Why is it important to tackle this challenge now?

- we have leading hand in current world of AI - the world
- Competitive advantage
- quantity ↑
- quality - high quality work in production
- AI can be disruptive game changer - Takeda needs to catch-up or risk not to cope w/ business
- Be early adopter to be successful
- AI can be disruptive game changer - Takeda needs to catch-up or risk not to cope w/ business
- Something New Interesting Exciting
- Takeda - the driver set

What has been tried before?

- Chat bot
- MyAiboy
- AI training? Chat GPT? by training?
- Google & ChatGPT, etc.
- A:80
- in road experience
- AI training program
- Data scrubbing & Friends - Support Speech Seminar

What's one thing stopping us from solving this problem?

- Not enough data
- Not enough data to start
- Not clear and wrong bias knowledge about AI
- Investment - Budget
- Not knowing what needs to be done / what is capable / what is useful
- AI to be complete
- AI to be complete
- AI to be complete

Who might be able to help/enable our efforts?

- Investment - Budget
- Take
- early adopters sharing
- Global ask & write
- early adopters sharing
- Skeptics
- Non-supportive leadership

Who might be a derailer?

- Skeptics
- Non-supportive leadership
- Global ask & write

Day 1: Question Storming

The image shows two pages of a flipchart titled "Question Storming".

Left Page:

- Title: Question Storming
- Fact #1: (from fact finding) [Sticky note: allow 40 mins for fact finding]
- Individual Convergence:
 - [Sticky note: How can we define efficient/effectiveness]
 - [Sticky note: Should we? How can we set benchmarks?]
 - [Sticky note: How can we measure efficiency/effectiveness]
 - [Sticky note: Efficiency/Effectiveness - what's the purpose?]
 - [Sticky note: What is the policy high quality work or low less FTE?]
 - [Sticky note: How can we set a benchmark for efficiency/effectiveness?]
 - [Sticky note: How can we set a benchmark for efficiency/effectiveness?]
 - [Sticky note: How can we set a benchmark for efficiency/effectiveness?]
- Group Convergence:

Right Page:

- Title: Question Storming
- Fact #2: [Sticky note: Must quantify assets], [Sticky note: Not clear enough about knowledge about AI], [Sticky note: How do we share knowledge?]
- Individual Convergence:
 - [Sticky note: How do we share knowledge?]
 - [Sticky note: How do we share knowledge?]
- Group Convergence:
 - [Sticky note: How do we share knowledge?]

Day 1: Challenge Mapping



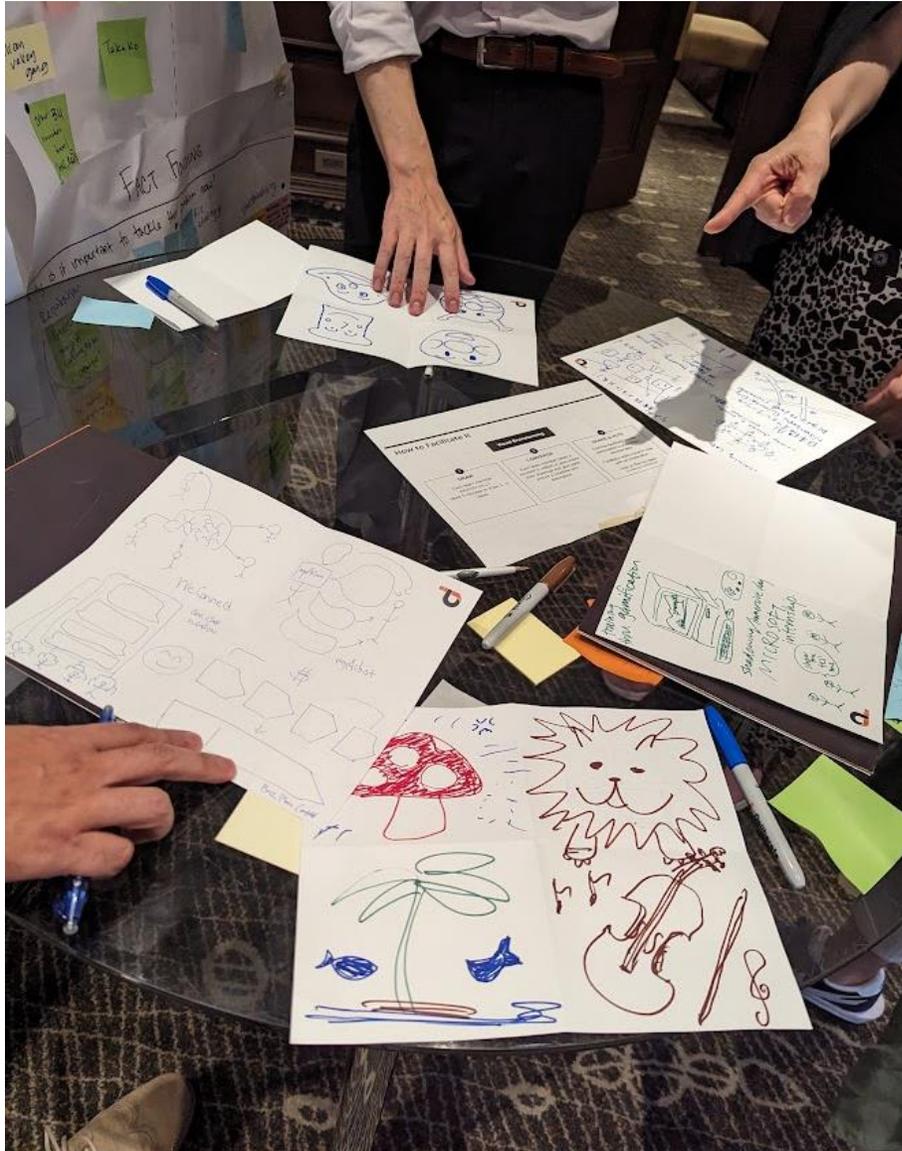
Day 1: Persona Planning

Persona Planner		
<p><u>The Everyday</u> : Who</p> <ul style="list-style-type: none"> - colleagues <ul style="list-style-type: none"> Communicators GMS DDT - family members - friends 	<p>Selected Who</p> <p>colleague communicators</p>	<p>How:</p>
<p><u>The Experts</u> : Who</p> <ul style="list-style-type: none"> - DDT - Microsoft/Ext. ^{AI} experts/consultants - Google - AI experts - Academia/professors - Statistical statistic expert 	<p>AI experts</p> <p>practical product managers of microstate google</p>	<p>How:</p>
<p><u>The Extremes</u> : Who</p> <ul style="list-style-type: none"> - gaming companies - Behavioral Psychologists - Kids (digital natives)/Gen Zs - Audience (eg patient) Society - Tesla - sales support - Early adapter of technology 	<p>- app developer</p> <p>- e-by?</p> <p>- loop</p> <p>- halo cycle</p> <p>user</p>	<p>How:</p>

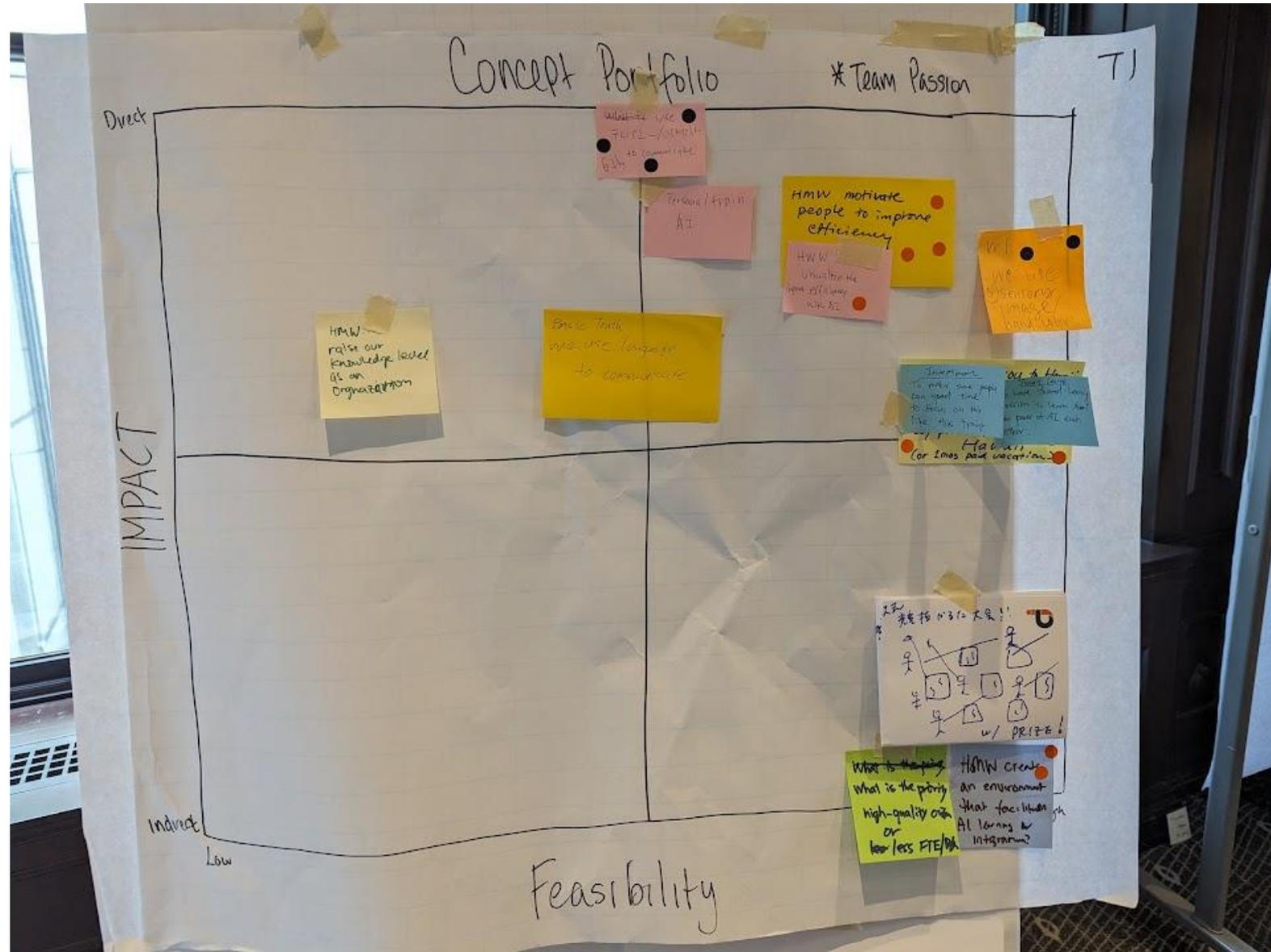
How might we (HMW) integrate A.I. into our communications and daily work to improve efficiency and effectiveness across the board

TI

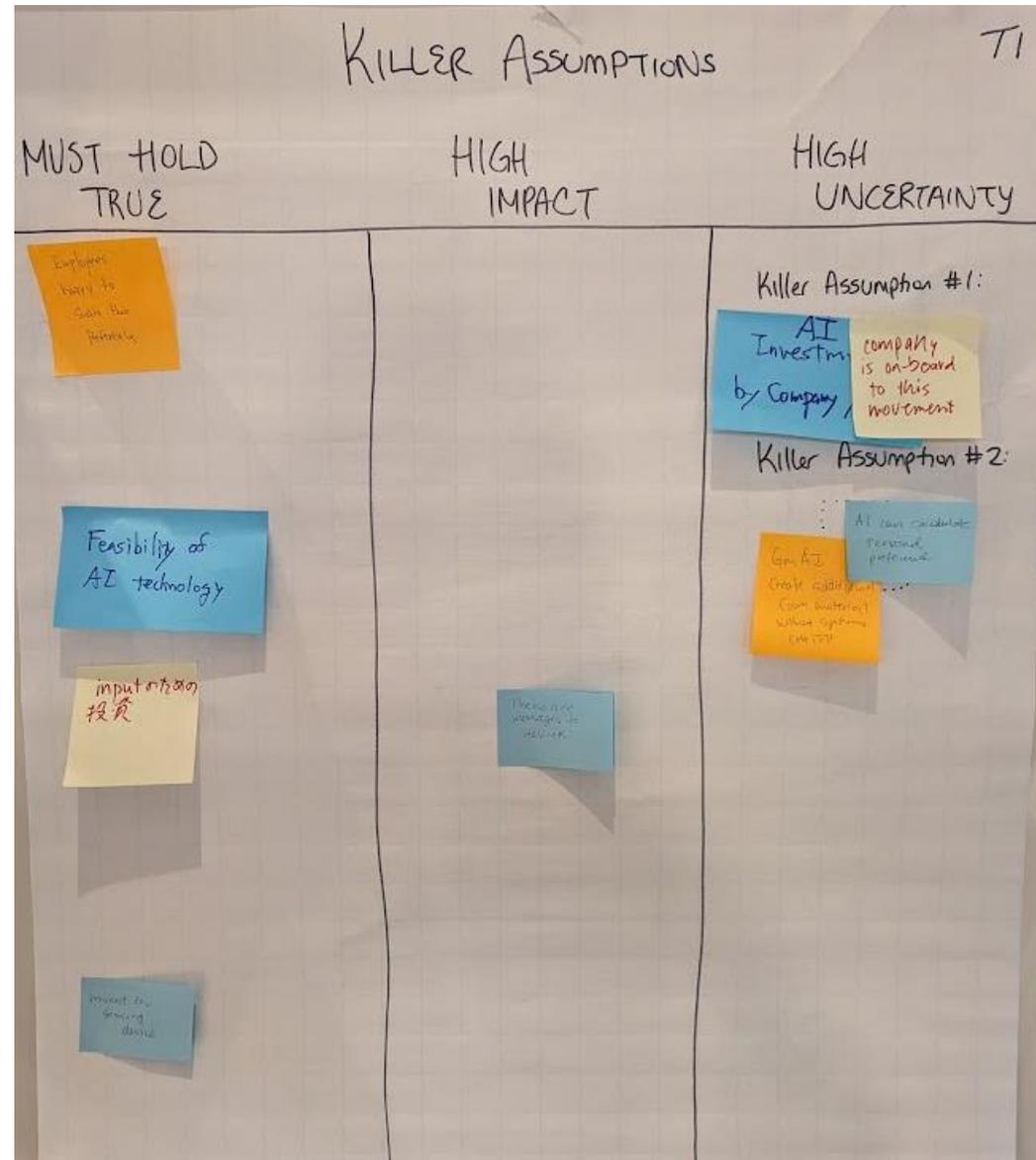
Day 1: Visual Brainstorming & Modelling



Day 2: Concept Portfolio



Day 2: Killer Assumptions



Day 2: Experiment Design

EXPERIMENT PLANNER TI

<p>① KILLER ASSUMPTION</p> <p style="background-color: #ADD8E6; padding: 2px; display: inline-block;">AI can calculate personal preferences</p>	
<p>② Hypothesis (what do you need to learn?)</p> <ul style="list-style-type: none">- To determine whether AI can accurately calculate individual preferences based on the pl plugged-in information.	<p>③ Detailed Description of Experiment</p> <ul style="list-style-type: none">- Scavage to see other tech companies with a similar vision. (text, audio, video PPT)- Collect data volume needed to create diverse preference
<p>④ Metrics to Measure</p>	
<p>⑤ Success Criteria</p>	

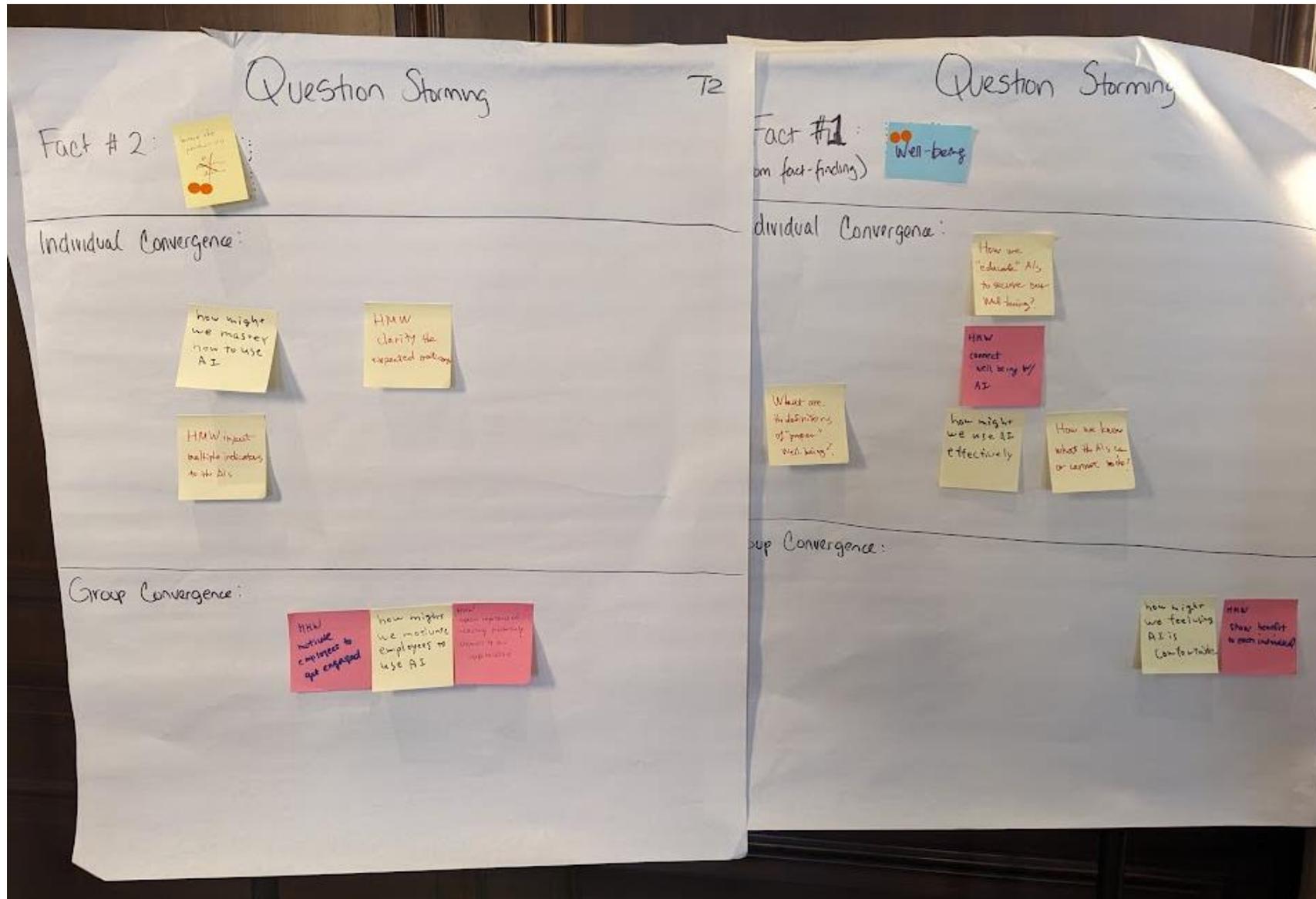


Team 2

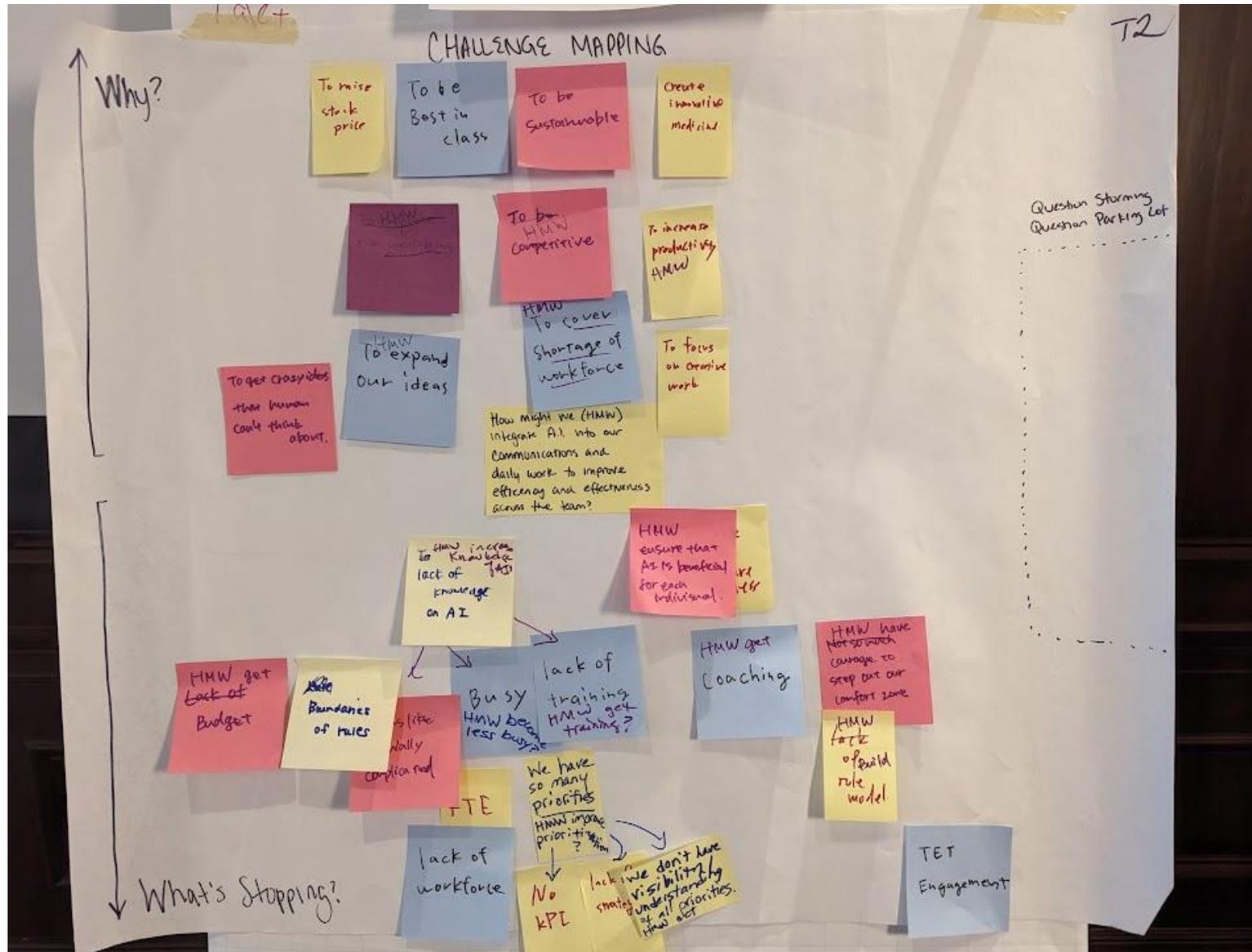
Day 1: Fact-Finding



Day 1: Question Storming



Day 1: Challenge Mapping



Day 1: Persona Planning

T2

PERSONA PLANNER

<p><u>The Everyday: Who</u></p> <p>GFA Family friends TET Parents</p>	<p><u>Prioritized Who:</u></p> <p>..... Digital Natives</p>	<p><u>How:</u></p> <ul style="list-style-type: none">o Interview: Give sweets and ask questionso Secondary research: Google, X, Government researcho Observe: work same project go to school
<p><u>The Experts: Who</u></p> <p>IT department</p> <p>Professor - IT, PR&T Agency</p>	<p>GAFAM India</p>	<p><u>How:</u></p> <ul style="list-style-type: none">o Monthly meetingo Sending survey - what's the challengeo Study their homepage, blog
<p><u>The Extremes: Who</u></p> <p>Chess player or psychologist reporter film director Author Commentator</p>	<p>..... Artist</p>	<p><u>How:</u></p> <ul style="list-style-type: none">o Interview - source of inspirationo shadowingo spent several days

Day 1: Idea Burst

Post-it SUPERSTICKY EASELPAD
TABLEAU À FEUILLES MOBILES SUPERCOOLLANTES

25 IN/PO x 30 IN/PO
63.5 cm x 76.2 cm

IDEA BURST

T2

HMW Question (from Challenge Mapping) HMW ensure that AI is beneficial for each individual!

Individual Convergence:

AI ~~is~~ ~~not~~ ~~financial~~ benefit

AI Learning/Contribution

Point System

data

Private lesson with experts

AI's impact will mirror for AI

investment in employees

Communications

Shareable content made in social news

Benchmark and fact sharing the benefit

Attractive concept of AI

negative comment of not using AI

Shareable content made in social news

Share & Build:

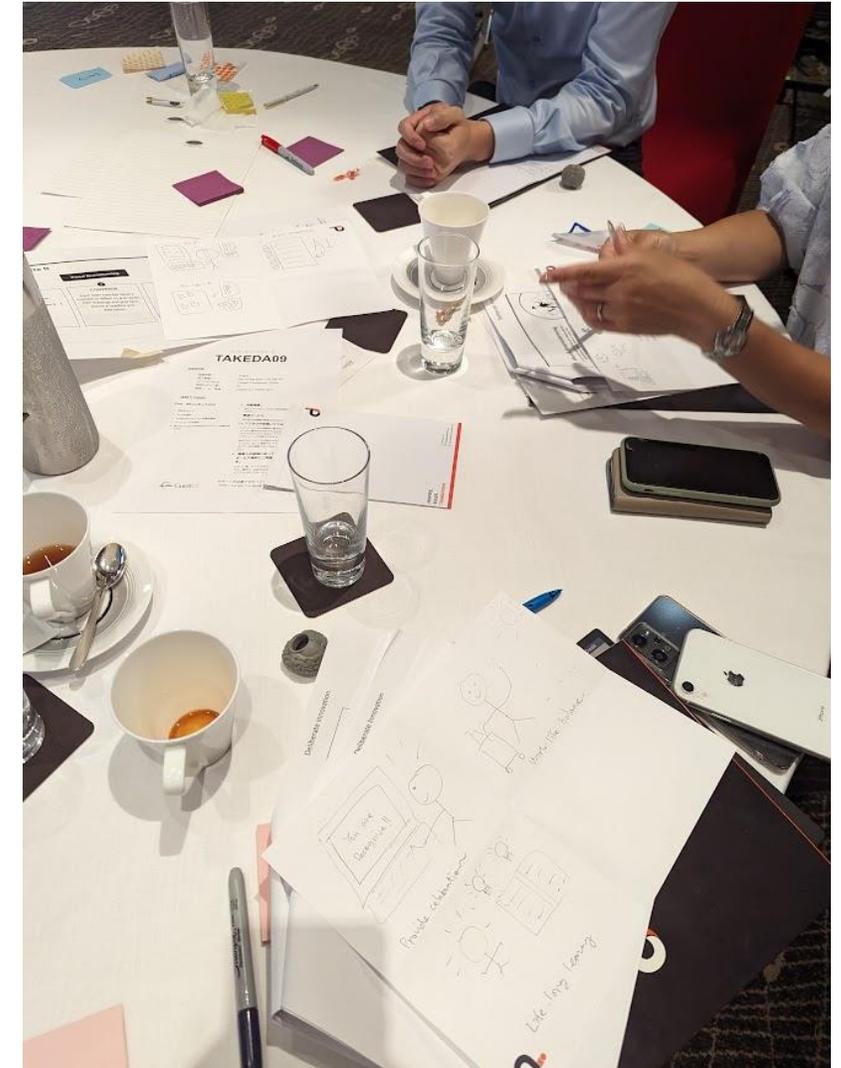
1. Feasibility

2. Impact

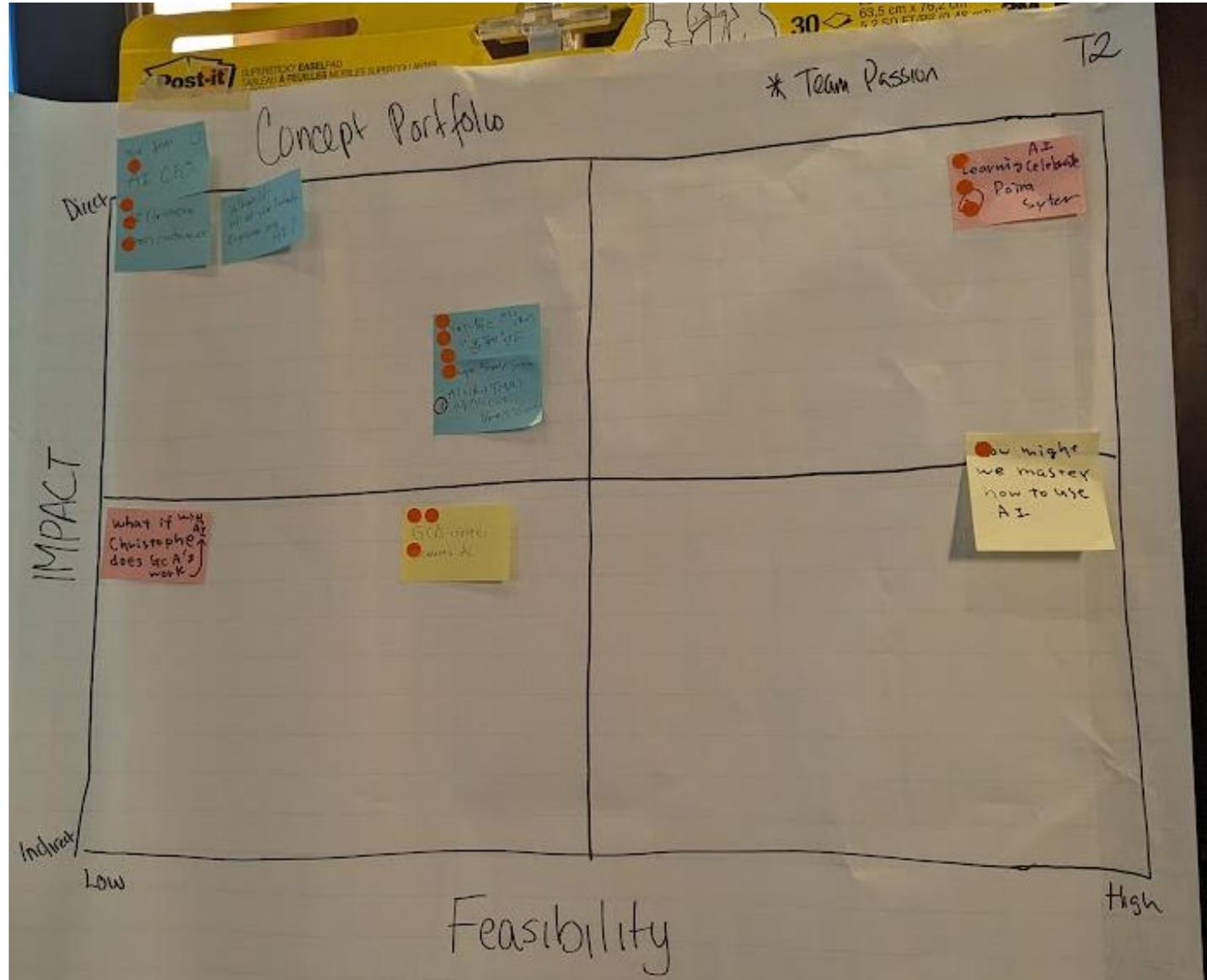
Graph showing the relationship between Impact (X-axis) and Data (Y-axis):

- Point 1: Financial benefit
- Point 2: Financial Benefit
- Point 3: investment in employees
- Point 5: data
- Point 8: communication
- Point 10: communication

Day 1: Visual Brainstorming & Modelling



Day 2: Concept Portfolio



Day 2: Lean Concept Canvas

LEAN CONCEPT CANVAS T2

① Starter Idea

How to reflect the time saved by AI to pay check and close your laptop

② How the Concept Works: (detailed explanation)

Define the time for the system

IT team Develop a system to track the time saved by AI

Track working hours with AIs

Measure the quality of the work with AIs

Get the values of performance

Recalculate our power system reflect to our quality communication HR SYSTEM

Define which AI systems we need to track

③ Key Stakeholders

Employees

④ Why Stakeholders Will LOVE this

Our work life balance will improve
Salary will as increase well!

Family will get HAPPY!

Improve the sense of equality

~~Future~~
Improve Engagement

⑤ Success Criteria

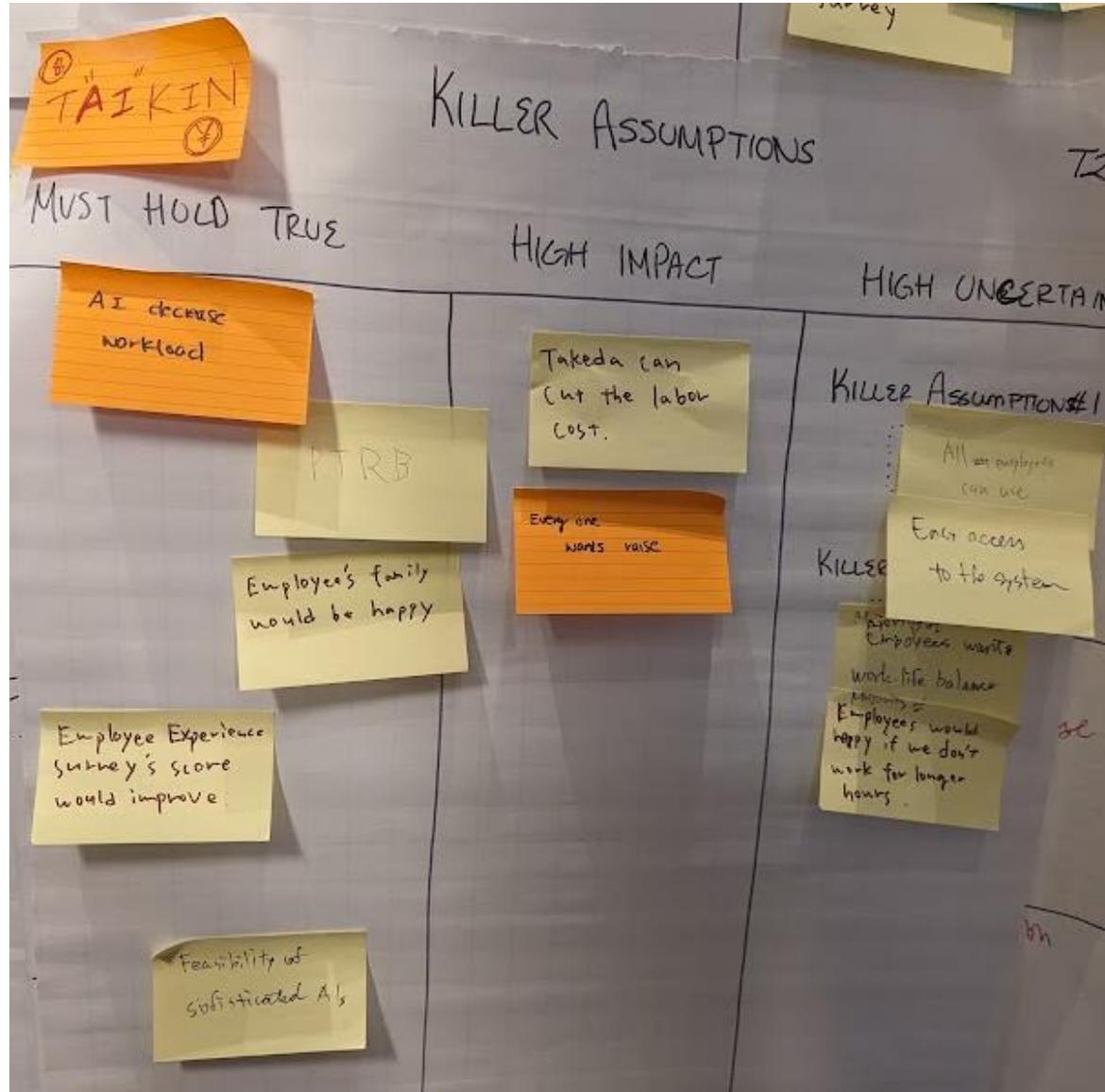
Employee Engagement Survey

Working hours

~~Increase turnover rate~~
Decrease turnover rate

Bye!!

Day 2: Killer Assumptions



Day 2: Experiment Design

Experiment Planner

① Killer Assumption

- All employees can use
- Easy access to the system

② Hypothesis (What do you need to learn?)

- To determine the level of user access

④ Metrics to Measure

- % of Active users
- Productivity

⑤ Success Criteria

- 90%
- 20% reduction in errors

③ Detailed Explanation of the Experiment

- Researcher regulation of each operating country
- % of employees PC possession
- Application with similar features
- Test in GMA
- post-survey



Team 3

Day 1: Fact-Finding

The image shows two pages of handwritten notes titled "FACT FINDING". The notes are organized into several sections, each with a central question and surrounding sticky notes.

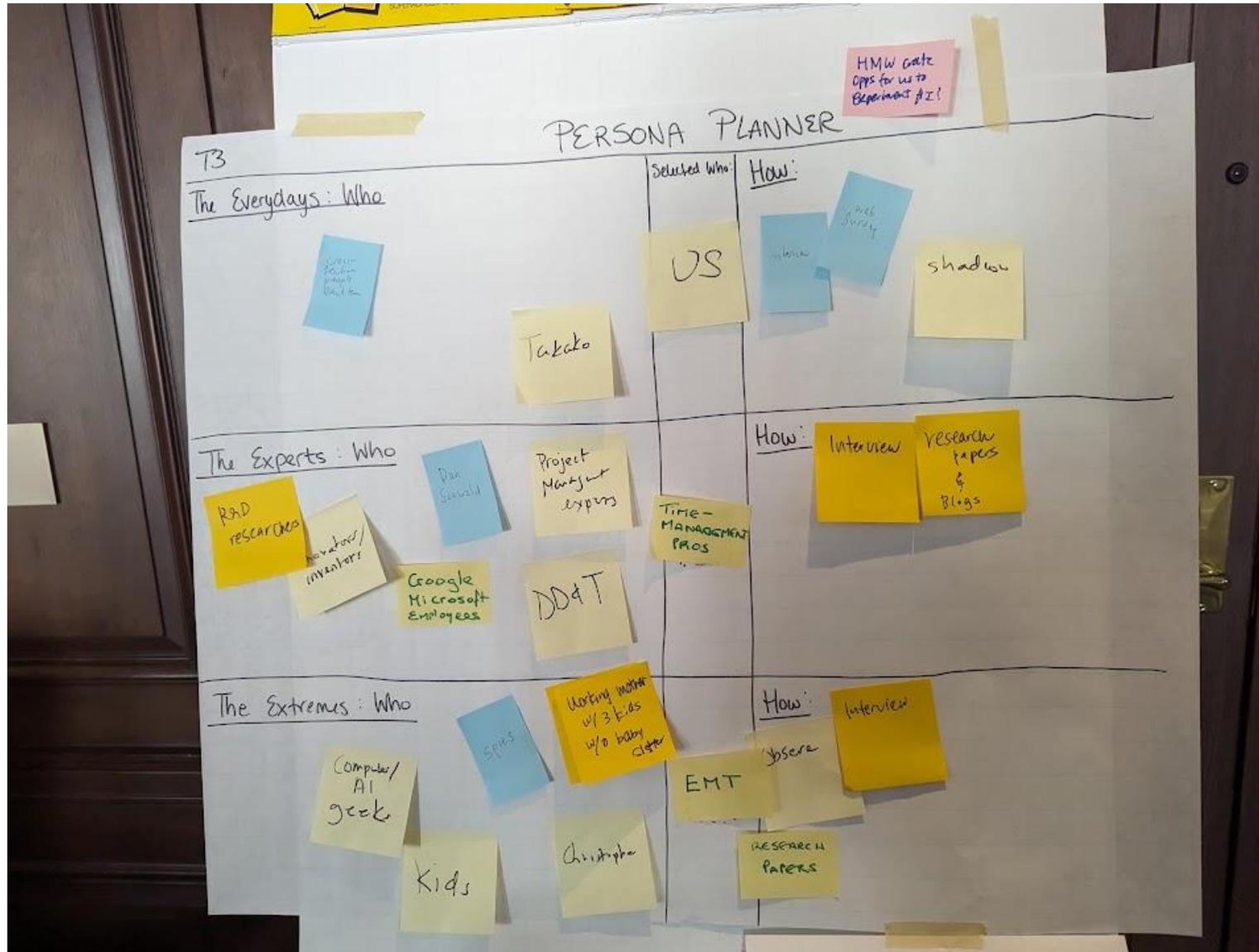
Page 1 (Left):

- Top Section:** "Why is it important to tackle this problem now?"
 - Regulation:** "Create new ways of working to be creative?", "To retain employees!", "Finance Talent".
 - Business Strategy:** "BIZ strategy", "Shareholder", "Sustainable", "AI develop quickly!".
 - Sustainability:** "Other companies are all working in AI world & they are the... To be ready for the future", "Because it's becoming quickly...".
 - Acquisition:** "Be the leader to shape the this space", "Best-in-class".
- Bottom Section:** "What has been tried before?"
 - Organizational/Exec messages:** "My Aibou making images", "Summarize long paragraphs to bullet points", "First drafts", "Transcript Springbox for ideas", "Create LinkedIn post from sentences".
 - Education:** "DD&T workshops", "Casual experiments", "Email prompts", "trying our Generative AI".
 - Other:** "Tried some tech e.g. My Aibou", "My Aibou", "Silicon valley gang", "Taka ko".

Page 2 (Right):

- Top Section:** "What's one thing stopping us from solving this challenge?"
 - Prioritization:** "Create time", "Lack of time (daily work)".
 - Risk:** "Risk (unknown unknown) situations", "Legal", "Risk (we risk)".
 - User Limitation:** "USER Limitation", "Where to start?", "Not knowing the intention the actual effort other personal reasons", "Knowledge - existing fact", "Our own tech savvy limitations!".
 - Tool Limitation:** "Lack of...", "My Aibou", "Zotero", "My Aibou", "Zotero".
 - North Star:** "Clear Project Manager / Manager".
- Bottom Section:** "Who might be able to help/enable our efforts?" and "Who might be a derailer?"
 - Who might be able to help/enable our efforts?:** "Micro soft", "DAI Team", "DD&T team", "Silicon valley gang", "Taka ko", "Other BU Innovation team (AMS, etc)".
 - Who might be a derailer?:** "Compliance + Legal", "Silicon valley gang", "DAI Team", "DD&T team", "Taka ko".

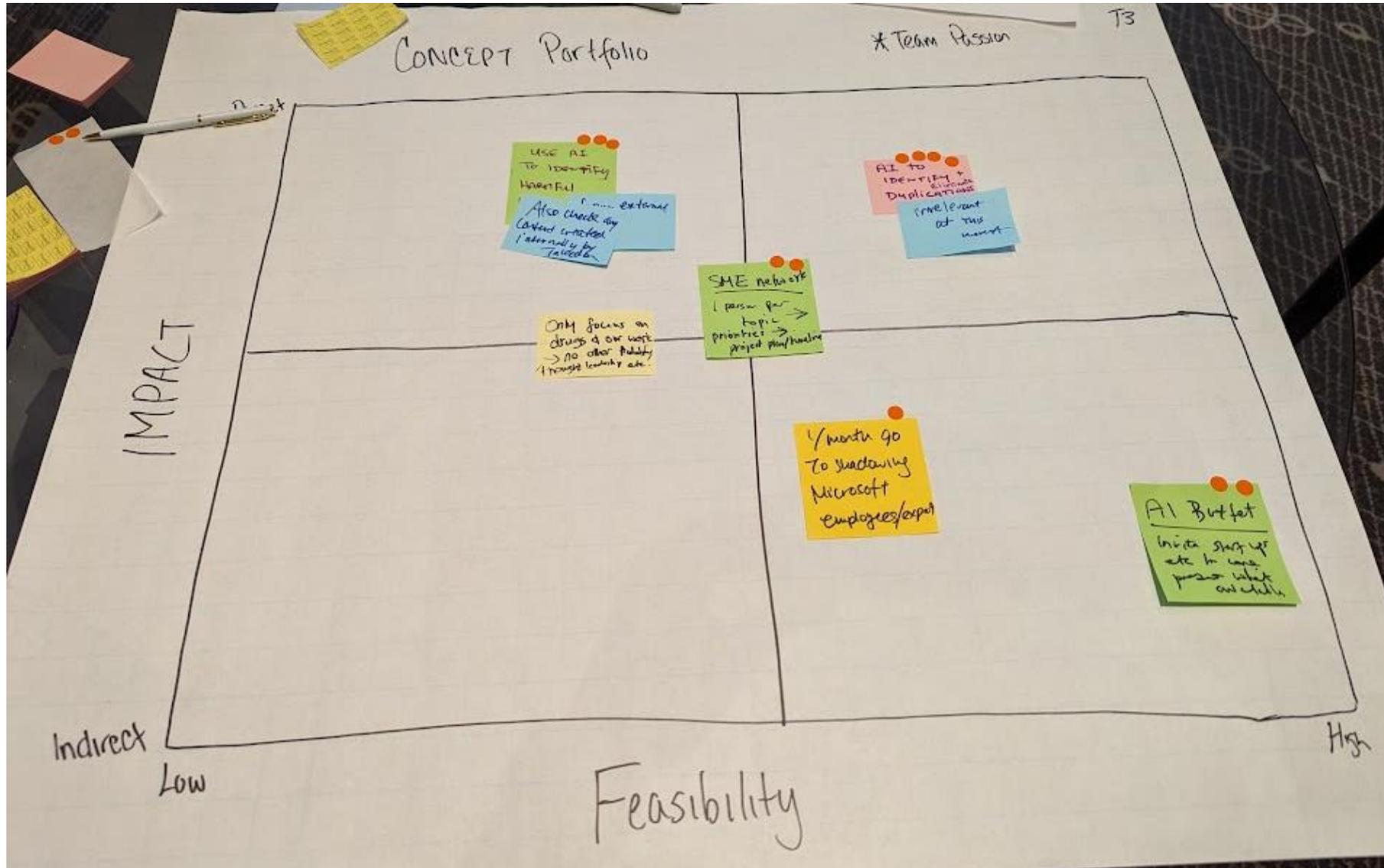
Day 1: Persona Planning



Day 1: Visual Brainstorming & Modelling



Day 2: Concept Portfolio



Day 2: Lean Concept Canvas

LEAN CONCEPT CANVAS T3

① Starter Idea: AI to identify & eliminate duplications in the name

② How the Concept Works: (detailed explanation)

Create prompt to understand what contradict is

Check to see anything that CONTRADICT

Recommend what to eliminate.

Employee still needs to check final output

Who are we insure with, to find like minded partners.

AI Budget
Initial start up etc to ensure what we need

SME network
1 person per topic → project plan/track

Set AI to see all contr channel to make sure it's correct

Retrospective check if from red. probs

If you are going to take all the message of Takeda.

How does it will it sound like it come out from "ONE TAKE DA?"

Before posting we could check to see if it's out there

→ scan all in PROMPT engine

Check to see if we can re-purpose content

Does it have to be a generator? or it be a -degenerative

Less constraint w/ legal/compliance because we pull data

AI not to push out to create, but to use to triage down content to be consistent

Success factor: Reduce risk, downward trend of tagged content

④ Catchy Name: De-generative AI

③ Key Stakeholders: Takeda Employees, Comm's management, Financial analysts, Indirects, Shareholders

④ Why Stakeholders will LOVE this

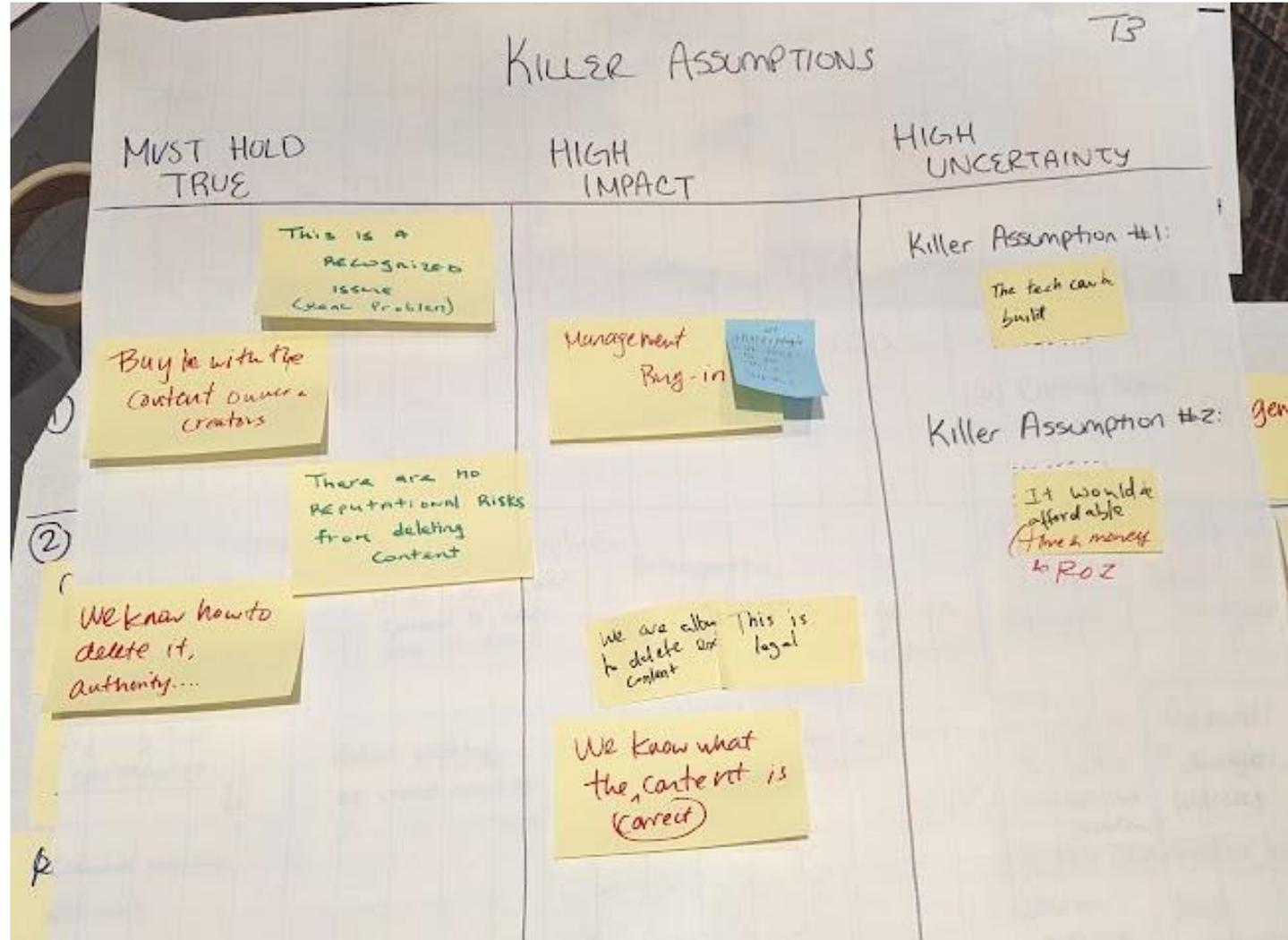
Clearer messages, Risk reduction, Enhance reputation, Save time efficiency, Cost reduction, Sharpen priorities, Eastern Collaboration w/ Gen AI

⑤ Success Criteria

# of contradictions tagged	# of content tagged	# of time used to do a job (estimation)
Downward trend of tagged content	what do we talk most about	Analyze the data where we contradict

Check content (redundancy) How consistent we are w/ our priorities

Day 2: Killer Assumptions



Day 2: Experiment Design

Experiment Planner T3

① Killer Assumption

The tech can be built

② Hypothesis (What do you need to learn?)

There is an existing AI tool that can be adapted to do what we need

③ Detailed Explanation of Experiment

Identify key CAPABILITIES
eg: Find / Compare

Research existing tools to understand what our criteria

How STEPS from ~~there~~ to what we need

Run on limited data set
eg: Cor phil

④ Metrics to Measure

Can Find + tag contradictory content
Yes / No

% of contradictory tagged accurately

⑤ Success Criteria

DAG Gives score > 50% Accuracy

Challenge!!
Hackathon



Team 4

Day 1: Fact-Finding



Day 1: Persona Planning

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PERSONA PLANNER

<u>The Everyday: Who</u>	<u>Selected Who:</u>	<u>How:</u>
US - colleagues/managers Families Worker at other companies IT colleagues		✓ Survey <i>← menti-meters forms</i> ✓ Interview Observation
<u>The Experts: Who</u> HR consultants Life coaches AI technicians Labor union members Project managers/Schedulers Psychologists/Doctors (company)		<u>How:</u> ✓ Secondary research <i>← articles books</i> ✓ Interview Shadowing
<u>The Extremes: Who</u> Early adopters (tech) Students Mindfulness coach Small business owners People who've experienced mental health issues related to work YouTubers Digital nomads		<u>How:</u> Shadowing ✓ Observation ✓ Experiencing <i>← being temporary nomad</i> ✓ Interview <i>← digital communication</i>

Day 1: Idea Burst

IDEA BURST TH

Challenge Question (from Challenge Mapping) HOW USE AI TO IMPROVE WORK-LIFE BALANCE?

Individual:

Personal

- writing style
- patterns suggests

Auto Reporter

- recommend
- reply to boss
- self learning

AI & monitors work schedule with AI

- AI assistance
- scheduling
- minutes
- work life manager
- auto shut down with auto save

AI will do meeting

- Team assistance
- balance within team

Visualize the work life work balance

- create to dos

AI will do meeting

- buddy
- best practice

Share & Build:

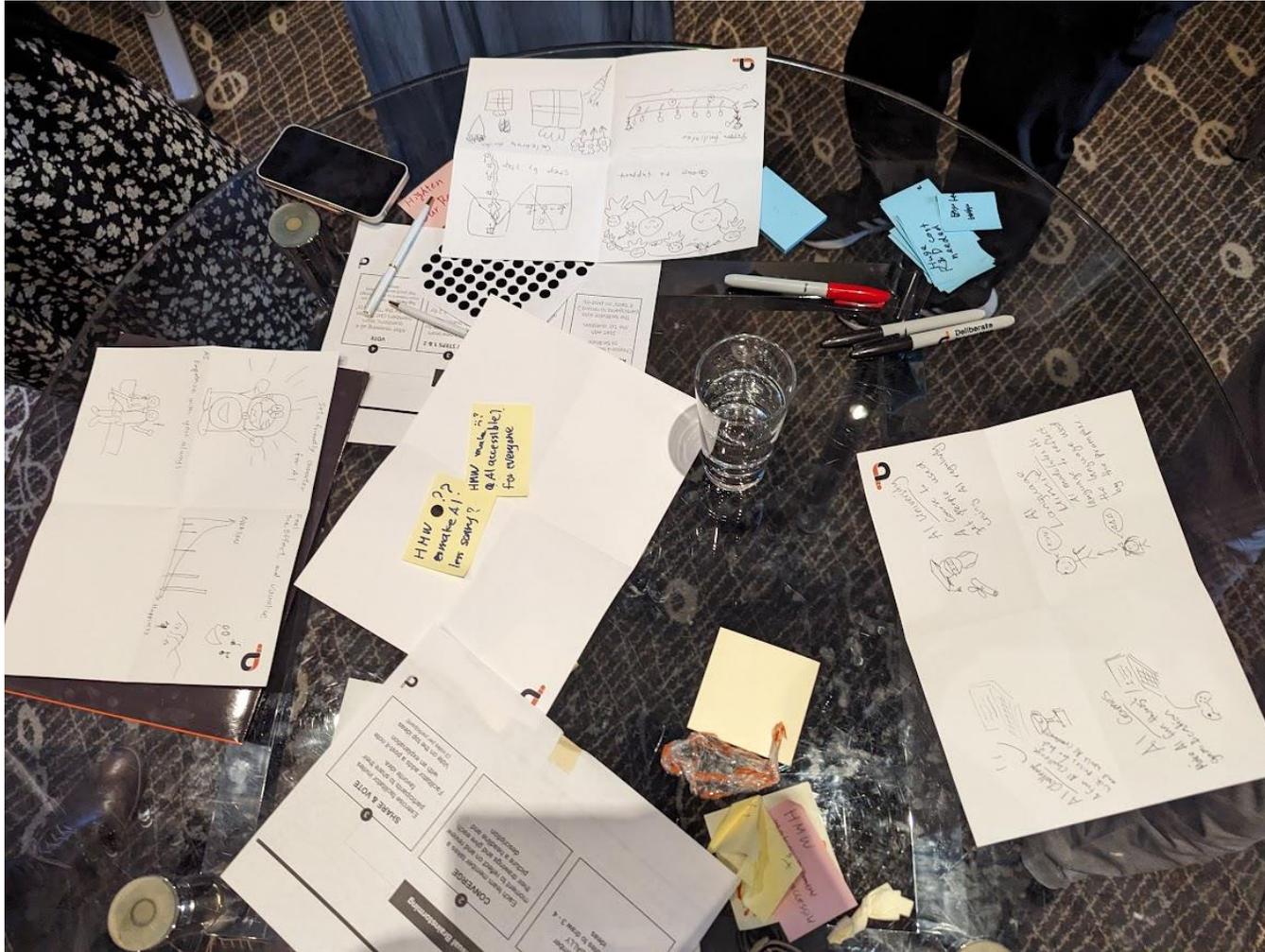
AI assistance

- e-mail replies (learn your writing style)
- auto reporter (it can reply to your boss)
- work life manager
 - dash board, a alarm, shut down.
- scheduling
- creating minutes
- creating to dos

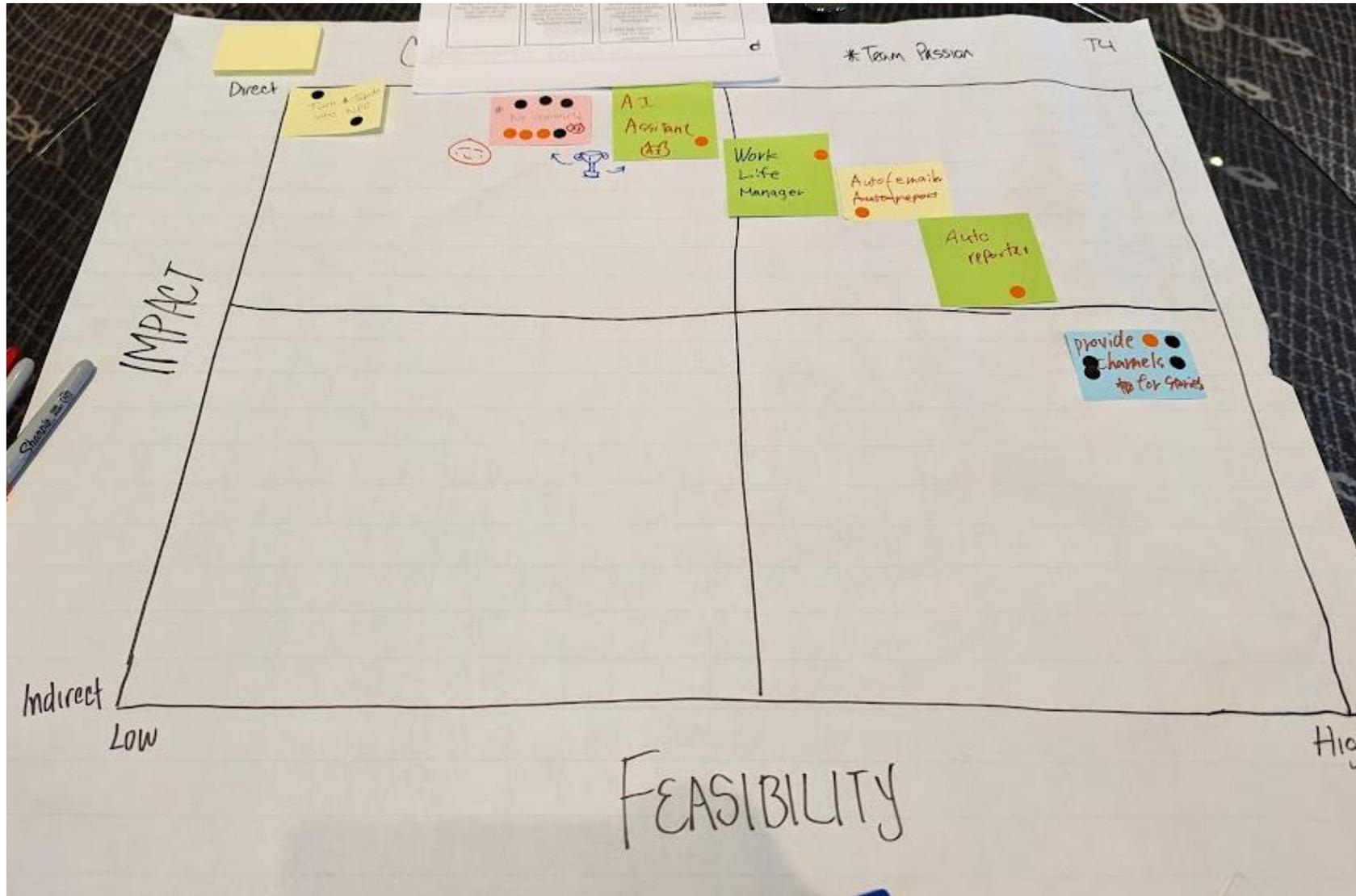
Visualize work load (circled)

individual and team {scheduling, balancing} (circled)

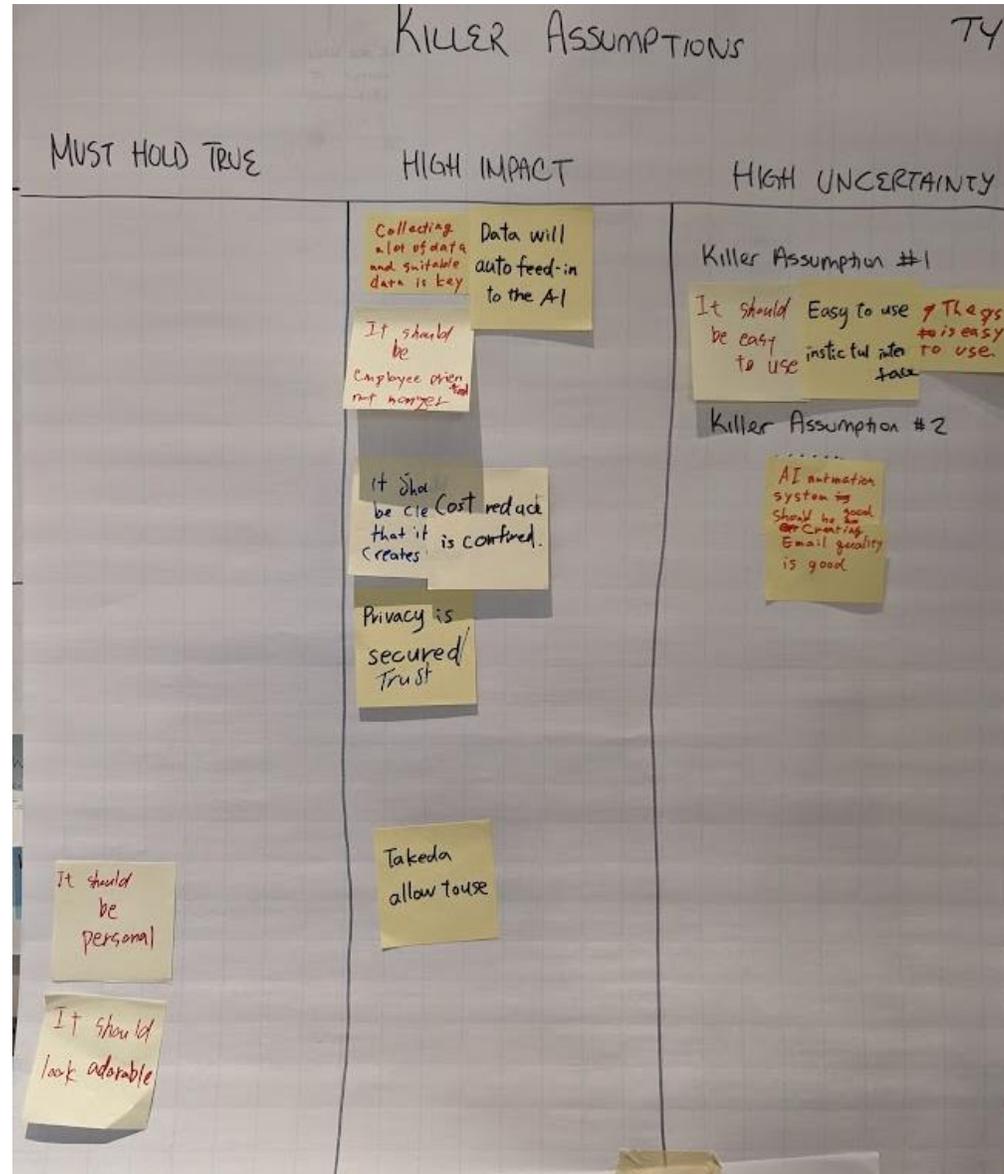
Day 1: Visual Brainstorming & Modelling



Day 2: Concept Portfolio



Day 2: Killer Assumptions



Day 2: Experiment Design

Experiment Planner T4

① Killer Assumption

It should be easy to use. Easy to use & register is easy to use. instinctual inter take

② Hypothesis (What do you need to learn?)

- Understand if ~~our~~ our UX/UI is easy to use

④ Metrics to Measure

- Time to navigate from A to B
- Preference / score
- Arrival rate : A to B
- Time to find Feature (A, B, C, P...)

⑤ Success Criteria

- Arrival rate : 100%
- Preference (2) : 100%
- Average time to navigate : XX sec
- Average time to find feature : XX

③ Detailed Explanation of Experiment

Landing-Page
Mock-up: dash-board
Power-Point

- Young Kids - Test vs Senior / Older age
- Employee - Takeda wu

- Stop watch / Timer
- Form Survey
- Interviews



Action Planning: First Steps

Day 2: Action Planner – First Steps

My First Step

Use weekly team meeting to reflect on what we've done/changed and how we've done it.

SHARE MATERIALS + SUMMARY WITH NEW TEAM

Write "What if...?" on the cover of my notebook so I always remember to ask.

Apply AI framework to experiment with AI for drafting Takeda's position paper.

Use one of tools for discussion = the VBA weekly call as a fall back.

Don't jump into solutions/answers straight away. Wait 10-15 mins. Then when discussing at start meeting, w/ team meeting.

Review material to apply to the next project for Japan Campaign (Fact Finding)

Practice writing - Team Analysis - 1.2.2.2

Stop back and re-think what I have in mind using tool such as Lateral thinking. Don't go straight to first idea.

Review the materials of online guidebook (I will forget...)

Use only positive words
X Bad...
O Yes, and I like...
And remember smiling 😊

Recap what I learned, and what I have to do to meet my duty work.

Identify what's most important tool for me...
Choose 2 tools to support my decision-making.

Put to use Lateral Thinking

Review what I have learned and pick up key words

State the challenge to myself: "Why I need to do this with existing general capacity level by use with power of AI technology"

When I have a problem, I will think utilizing Challenge Mapping.

Let people to make their requests shorter to a blank document. Super goal clarification: what if... alternative means

Reply with "Yes, and..." until it sticks to my mind with my fears.