**PLAN**
What do we want to focus on and why?
How do we want teaching/learning to benefit?
How are we going to achieve this?
How will we know success?
Will we need any support?
What are the timescales for the TES process?

**DO**
Implement agreed plan

**FUTURE ACTIONS**
Success: Implement and disseminate

Some benefits: continue another cycle?

No benefit: Re-focus Plan stage or move on and disseminate

**REFLECT**
Analyse: outcomes achieved?