

fitbots
OKRs



FAQ
on
OKRs

The illustration features three stylized human figures interacting with large, bold, black text. A woman with long red hair stands to the left of the 'F' in 'FAQ', holding a smartphone. A woman with blue hair sits atop the 'Q' in 'FAQ', using a laptop. A man with blue hair sits cross-legged on the ground between the 'K' and 'R' in 'OKRs', looking at a smartphone. Each figure has a light blue speech bubble containing a question mark above them. The background is plain white.

1. What is the right time to adopt OKRs?

OKRs are not a one time use framework or a tool to be used when you want to make changes. They are a simple yet powerful framework to help your teams get into the critical thinking mode, drive razor sharp focus & stay aligned to Objectives. The important question to ask yourself is when is your organization not in need of any of the above? We believe, never. So the only answer to when should you adopt OKRs is **Right Away!**



2. I am not a Startup, how can I adopt OKRs so quickly?

If you are not a Startup which is looking to Scale, you may be in the phase where you're yearning for speed or you're a large enterprise looking for driving alignment & focus. Whatever your size and need may be, OKRs can easily be adopted to your organization. The best way is to start with OKR pilots and then get Scaling. Read more on running successful [OKR Pilots](#) [here](#).

3. Is there a limit to the number of OKRs I can create?

The old adage, less is more, applies perfectly to OKRs. Your goal when creating OKRs should be isolate the one or two most important and strategic things you can do in the next 90 days to drive your organization forward. This can be difficult given that we're all very busy and have multiple priorities.

However, that's the essence of OKRs – focusing and prioritizing on what matters most. OKRs are not meant to be a list of what you do, or a chance to show how busy you are. Rather, the process should help you reflect on what is most strategic for you to focus on in the coming quarter.

4. Who do I approach for help when creating OKRs?

An OKR Champion.



5. How do I manage horizontal alignment (dependencies on other teams)?

We recommend holding meetings with the other teams and that you set up rituals for regular OKR Assessment.

6. Who “Approves” my OKRs?

Once you complete your OKRs, schedule a meeting with your department head/ Team Leader to discuss and agree upon the proposed OKRs. This is a great opportunity to share how the OKR(s) you've selected demonstrate your contribution to overall success.

7. What should OKR Meetings Focus Upon?

Use the meeting to not only share your OKRs but spend time on why you chose what you did, emphasizing how your OKR(s) will drive the business forward in a strategic way.

8. How can I craft effective OKRs?

To create effective OKRs, you have to possess knowledge of not just your own roles and responsibilities, but also the organization's overall strategy. If your OKRs seem "off base" to your leaders, perhaps there is a chance to discuss the organization's priorities to ensure you understand them fully and are able to create OKRs that showcase alignment.

9. How should we Manage OKRs Cadence?

The key to success with OKRs is, of course, using them. You can't just "set it and forget it," instead, you should check on OKRs using this schedule weekly or fortnightly as a calendared not to miss event.



10. What should be the OKR timing sequence?

The timeline below depicts a typical OKRs cycle that repeats each quarter. Approximately 3 weeks before the end of the quarter:



Week 1

- Team lead sends a note to the team asking for recommendations for the next quarter's OKRs.
- Team lead and a small team of 2 or 3 create draft OKR(s) based on the feedback.
- Whole team convenes to vet and refine the OKR.



Week 2

- Team lead meets with their boss to review and receive approval on the OKR.
- Team lead meets with any departments upon which he/she is dependent for completion of the OKR.
- If no issue with the dependency, OKR is set. If issues with the dependency, issue is escalated to both bosses for discussion and resolution. If no, resolution, escalation to more senior leader.



Week 3

- OKR for the next quarter is finalized
- Team meets to determine score on the current

- period OKR. THIS meeting would represent their end of quarter OKRs meeting.
- Score is reviewed & finalized with team's boss.
- All teams present their scores for the current quarter and OKRs for the next quarter. This promotes transparency and highlights cross-team alignment.

○ Week 1 of New Quarter

- Weekly check-in meetings take place sixth week of new quarter.
- Mid-quarter check-in takes place.

11. What can go wrong with OKRs?

In very simple terms 3 most critical elements

- Not having leadership buy-in
- Treating it as a one time fill & forget exercise
- Choosing too many objectives to focus upon

These are the top killers of OKR success. But by addressing them in the right manner, you can leverage the potential of this critical thinking framework for crafting your growth story. We got some more [OKR Bloopers](#) for you to look into :)

Want to Know More?

Just drop in your request [here](#) and we will get in touch.

