

| | |
|------------------|---|
| October 1 | What big goal or project do you want to tackle this month? |
| | |

| | |
|------------------|---|
| October 2 | Have you mediated any arguments in your workplace? |
| | |

| | |
|------------------|--|
| October 3 | What is the most significant thing you have mastered in your current job? |
| | |

| | |
|------------------|--|
| October 4 | Give an example of a project you managed. |
| | |

| | |
|------------------|---|
| October 5 | What have you done to motivate your co-workers to achieve more out of their current roles? |
| | |

| | |
|------------------|--|
| October 6 | How did you add value to your job or company today? |
| | |

| | |
|------------------|---|
| October 7 | Give an example of a time when you navigated a sticky situation at work. What was the situation, and how did you address it? |
| | |

| | |
|------------------|---|
| October 8 | Do you use negotiating skills in your current position? How? |
| | |

| | |
|------------------|---|
| October 9 | Have you obtained any specialized knowledge or expertise in your current role? |
| | |

| | |
|-------------------|---|
| October 10 | What have you done to overhaul something that needed changing? |
| | |

| | |
|-------------------|---|
| October 11 | Did you oversee a specific task or project? What was it? |
| | |

| | |
|-------------------|--|
| October 12 | What project have you accomplished recently that helped attract new clients to the company? |
| | |

| | |
|-------------------|---|
| October 13 | Describe a time when you participated in a decision that needed to be made in your current role. |
| | |

| | |
|-------------------|---|
| October 14 | Have you pioneered any programs within the organization? |
| | |

| | |
|-------------------|--|
| October 15 | Describe a situation in which you perfected a process or issue. |
| | |

| | |
|-------------------|--|
| October 16 | Have you increased communication — either internally or externally? How so? |
| | |

| | |
|-------------------|--|
| October 17 | Describe an event or activity that you have successfully planned. |
| | |

| | |
|-------------------|---|
| October 18 | Have you partnered with individuals outside of your company on any projects or programs? |
| | |

| | |
|-------------------|--|
| October 19 | What did you do to boost your company's revenue or profits? |
| | |

| | |
|-------------------|---|
| October 20 | Describe something you organized something in the company. |
| | |

| | |
|-------------------|--|
| October 21 | Give an example of how you decreased expenses within your department. |
| | |

| | |
|-------------------|---|
| October 22 | Have you completed any courses recently? |
| | |

| | |
|-------------------|---|
| October 23 | Describe a crisis that was averted because you checked on something. |
| | |

| | |
|-------------------|---|
| October 24 | Have you installed any new methods or procedures in your current role? |
| | |

| | |
|-------------------|--|
| October 25 | Did you recruit new customers for the company? How did you do this? |
| | |

| | |
|-------------------|--|
| October 26 | Have you procured any resources or information that has been instrumental in the success of your department or company? |
| | |

| | |
|-------------------|--|
| October 27 | What have you been instrumental in handling within your department? |
| | |

| | |
|-------------------|--|
| October 28 | Have you developed a proposal that was accepted? What was it? |
| | |

| | |
|-------------------|--|
| October 29 | Describe something you are proficient at doing. |
| | |

| | |
|-------------------|---|
| October 30 | Have you been involved in any reorganization or realignment projects within your division or your company? |
| | |

| | |
|-------------------|---|
| October 31 | What is your biggest professional achievement in the past month? |
| | |