**Logo, company name

Description automatically generated**

**SZAC Quarterly One-on-One Meeting Form**

Your LSC Name:

LSC Reps Present: Not Present:

Date/Time of Meeting:

What main things did you talk about today?

What major projects are you working on right now? Where are you with them? What do you need help/support on?

Identify a major success and a major struggle you’ve had in the last quarter.

What concrete action steps are you taking, and when are you taking them by?

What new connection have you made this quarter (or an expansion on a previous connection)? How has this connection been helpful to you or has helped you improve your LSC?

Comments from the Zone Reps (let Ryan and Lauren fill in!):