

Daily Data Tracking Chart and Instructions

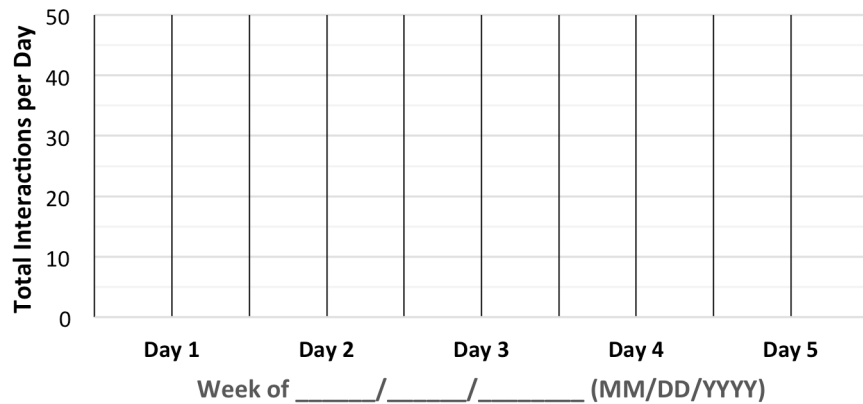
To use this Daily Data Tracking Chart, all you have to do is enter the “Grand Total” of Interactions for each day onto the chart and connect the dots.

1. Find “Grand Total” for “Day 1” (Daily Data Card)
2. Find the vertical column for “Day 1” (Daily Data Tracking Chart)
3. Using the vertical scale to the left from “0” to “50,” follow the vertical line up to approximately the value of Day 1’s Total.
4. For example, if “Grand Total” for Day 1 was 45, follow the vertical line above Day 1 in the Tracking Chart to about halfway between 40 and 45 and make a dot.
5. Repeat for each day of the work week.
6. Once you have a dot for each day of the week, draw a line that connects the dots in order from Day 1 to Day 5.

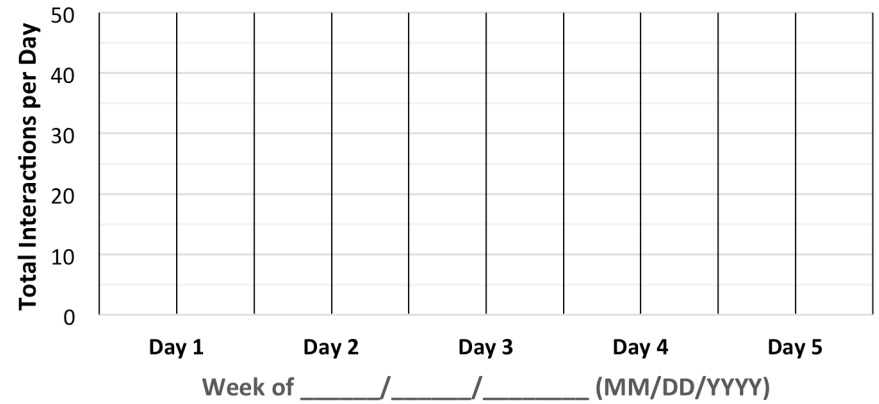
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Be Super! Daily Data Tracking Chart



Be Super! Daily Data Tracking Chart



Be Super! Daily Data Card for _____ (name)
 Date: ___ / ___ / _____ Day of the Week: S M T W Th F S

I spoke with an employee about ... (tally for each interaction below, e.g.: ~~||||~~ |||)

... FAMILY/NON-WORK ACTIVITIES, with a focus on...	Totals:
THEIR activities _____	_____
MY activities _____	_____
... their JOB, with a focus on...	
Job Tasks _____	_____
Safety Communication _____	_____
Coaching _____	_____
Providing Resources _____	_____
Grand Total:	_____

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... **their/my SAFETY** and safety in general at work, with a focus on... **Totals:**

Communication _____

Providing Resources _____

Role Modeling _____

Coaching _____

... **their/my HEALTH** (e.g., diet, exercise, stress), with a focus on...

Communication _____

Providing Resources _____

Role Modeling _____

Coaching _____

Grand Total: _____

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