Early Success to Finished Duty Guide

Name the actual successful part, compare it with the assigned finish condition, and follow the responsible coach's next approved step.

An early success deserves accurate recognition within its actual scope.

Example: The athlete sorts the first approved equipment container correctly. The actual assignment includes a list check and a second container; the responsible adult confirms that next step, then the final report describes what was truly completed.

01 Recognize the good part

An early success deserves accurate recognition within its actual scope.

Specific part that went well

Evidence of that completed part

Claim that would overstate success

Responsible person for the assignment

02 Define the finish

Use the actual assignment rather than assuming more work is always better.

Original completion condition

What remains within that assignment

Instruction needing clarification

Existing stop or participation limit

Early Success to Finished Duty Guide / Review & follow-through

03 Continue appropriately

The responsible coach owns the technical progression and current decision.

Next approved action

Coach's feedback or decision point

Question to confirm the step

Concern requiring a hold or appropriate response

04 Close accurately

Finish the permitted task without adding work to chase approval.

Actual completion or stop status

Remaining work to report

Result communicated to the responsible person

Next ordinary duty as directed