The 5-Question After Action Review

1.   What were the intended results?

2.   What were the actual results, and what were the causes?

3.   What will be sustained and/or improved?

4.   Are there documented resources for conducting this activity, were they reviewed, and do they need updating?

5.   What is the learning plan, who is responsible for what, by when, and when is the next opportunity to experiment with this learning?