

Closure: Exercise 1

**Closure Preparation: Steps and Questions**

Instructions: Take the steps in column 1 by asking the related questions in column 2.	
<b>Closure Preparation Step</b>	<b>Questions</b>
1. Revisit your purpose	What is our goal in working together?
2. Envision your purpose	What would we ideally like to see happen when this mentoring relationship comes to an end? How can we ensure the relationship reaches a learning conclusion?
3. Envision a worst-case closure.	If the ideal is not possible, how can we still ensure a positive learning conclusion? What might get in the way?
4. Plan for Mutual accountability	What will we do to overcome any factors that get in the way of reaching a learning conclusion?
5. Establish a process for acknowledge the time for closure.	How will we know when it is the right time to bring this relationship to closure?
6. Establish ground rules for the learning conclusion conversation.	What will the agenda be for our learning conclusion conversation?

