



OKR Reset Checklist

Powered by [OKRs Tool](#)

OKR Reset Checklist

When your startup tries to chase 10 priorities, it ends up delivering none. This reset shows you how to cut the noise, refocus fast, and actually finish what matters.

1. Audit the Mess

- ☐ Write down every current objective, key result, and side project.
- ☐ Don't forget shadow work hiding in Slack, Notion, or "quick wins."
- 👉 Pro tip: The chaos looks bigger when it's all in one place. That's the point.

2. Prioritize Ruthlessly

- ☐ Ask: *If we only achieved ONE goal this quarter, which would move the company most?*
- ☐ Circle the top 3–5 objectives. Kill the rest.
- 👉 Reminder: Focus is survival. Founders don't run out of ideas, they run out of time.

3. Prune Without Guilt

- ☐ Move everything else to a Later list or "parking lot."
- ☐ Frame it as sequencing, not abandonment.
- 👉 Cutting back isn't weakness—it's how momentum is built.

4. Assign Real Ownership

- ☐ Every key result has ONE named owner. No committees.
- ☐ Shared ownership = no ownership = no progress.

5. Make It Visible

- ☐ Goals should live where work happens—Slack, dashboards, all-hands slides.
- ☐ If your OKRs are buried in a spreadsheet, they're already forgotten.

6. Build the Rhythm

- ☐ Weekly 10-minute check-in: what's moving, what's stuck, what's next.
- ☐ Keep it light. If updates take longer, simplify.

Spot the Red Flags

The easiest way to know it's time for a reset? Look for these signals:

- You've got more than 5 objectives per team.
- Goals are vague ("improve X") instead of measurable.

- OKRs aren't mentioned in weekly standups.
- Nobody can name who owns a key result.
If you tick even 2 of these, your OKRs are drifting. Time to reset.

Run the Reset in 30 Minutes

Founders don't need a 3-day offsite. This process can be run in a single half-hour session:

1. Spend 10 minutes auditing all goals.
2. Spend 10 minutes cutting to the vital few.
3. Spend 10 minutes assigning owners + scheduling a weekly check-in.
That's it. In half an hour, you've turned an overloaded OKR system back into a sharp focus tool.

Quick Fix Table

Red Flag	What It Looks Like	Fix
Too many objectives	10+ goals, no clarity	Cut to 3–5, park the rest
Shared ownership	"The team owns this" → no accountability	One owner per key result
Buried in spreadsheets	Goals invisible, updates lag	Shared dashboard or tool
Shadow work	Side projects eating bandwidth	Park or align in weekly check-ins
No follow-through	Big starts, little finish	10-min weekly rhythm

Final Note for Founders

OKRs don't fail because the framework is broken. They fail because priorities multiply until nobody knows what matters. This reset brings you back to clarity—so your team spends less time "busy" and more time building what moves the company.

Try OKRs Tool for Your Team

Resetting OKRs is the first step. Keeping them alive is the real challenge. That's where **OKRs Tool** comes in:

- **Built for startups** — lightweight, fast, and intuitive.

- **Flat team pricing** — no per-user fees, no enterprise bloat.
- **Designed for focus** — real-time tracking, weekly check-ins, clarity without chaos.

👉 [Get started free today](#) and run your next OKR cycle without spreadsheets, status-chasing, or drift.