# After-action Review Template

*Questions 1to 3 should be used to guide every after-action review. Questions 4 to 6 can help elicit additional details and insights and can help the team consider how to apply lessons learned to future endeavors.*

1. What did we set out to do? What were the anticipated results?

1. What did we actually do? What were the actual results?

1. If there were differences, what caused them?

1. What worked? Why?

1. What didn’t? Why not? In other words, what could have been done differently?

1. What are some future opportunities to apply what was learned?