

The First 90 Days Plan

Reputation is set in the first quarter: visibly learning, shipping, easy to work with.

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Days 1 to 30: Ask

The window where 'what does that mean?' is charming closes around week five. Use it.

- ☐ Acronym + people doc started
- ☐ Met the whole team 1:1
- ☐ Can draw the architecture
- ☐ Know who owns what
- ☐ One obvious question a day

Days 31 to 60: Ship

One small thing, end to end, with your name on it. A fix, a doc, a script, a dashboard. Tiny is fine.

The thing I will ship:

Ship by:

- ☐ Shipped
- ☐ Somebody uses it
- ☐ Team knows it exists

Days 61 to 90: Own

Volunteer for the small, unglamorous problem nobody has time for. Become the person who knows it.

The thing I will own:

Why nobody else wants it:

- ☐ Volunteered
- ☐ Wrote the missing doc
- ☐ Someone asked ME

Wins journal (one line a week, fill it on Friday)

In month three you will have your first review and you will have forgotten 90% of this. The journal is what you bring.

Wk 1	Did:	Learnt:
Wk 2	Did:	Learnt:
Wk 3	Did:	Learnt:
Wk 4	Did:	Learnt:
Wk 5	Did:	Learnt:
Wk 6	Did:	Learnt:
Wk 7	Did:	Learnt:
Wk 8	Did:	Learnt:
Wk 9	Did:	Learnt:
Wk 10	Did:	Learnt:
Wk 11	Did:	Learnt:
Wk 12	Did:	Learnt:

Reply to Tuesday's email with DAY1 and which phase you are in, or what worries you most about the first month. I will tell you the one thing I would do this week in your position.